



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

Division of Facilities Construction and Management

DFCM

STANDARD LOW BID PROJECT

February 21, 2006

BUILDING MANAGEMENT SYSTEM UPGRADE AND COMPUTER ROOM HVAC UINTAH BASIN ATC

UTAH COLLEGE OF APPLIED TECHNOLOGY ROOSEVELT, UTAH

DFCM Project Number 05080250

Spectrum Engineers
175 South Main, #300
Salt Lake City, Utah 84111
Phone: 328-5151
Fax: 328-5155

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Current copies of the following documents are hereby made part of these contract documents by reference. These documents are available on the DFCM web site at <http://dfcm.utah.gov> or are available upon request from DFCM.

DFCM General Conditions dated May 25, 2005.

DFCM Application and Certification for Payment dated May 25, 2005.

Technical Specifications :
Drawings:

The Agreement and General Conditions dated May 25, 2005 have been updated from versions that were formally adopted and in use prior to this date. The changes made to the General Conditions are identified in a document entitled Revisions to General Conditions that is available on DFCM's web site at <http://dfcm.utah.gov>

NOTICE TO CONTRACTORS

Sealed bids will be received by the Division of Facilities Construction and Management (DFCM) for:

BUILDING MANAGEMENT SYSTEM UPGRADE AND COMPUTER ROOM HVAC
UINTAH BASIN ATC
UTAH COLLEGE OF APPLIED TECHNOLOGY – ROOSEVELT, UTAH
DFCM PROJECT NO: 05080250

Bids will be in accordance with the Contract Documents that will be available at 8:00 AM on Tuesday, February 21, 2006 and distributed in electronic format only on CDs from DFCM, 4110 State Office Building, SLC, Utah and on the DFCM web page at <http://dfcm.utah.gov>. Approved plan repositories may obtain a CD from DFCM. For questions regarding this project, please contact Vic Middleton, DFCM, at 801-971-0504. No others are to be contacted regarding this bidding process. The construction budget for this project is \$105,000.00.

A **mandatory** pre-bid meeting will be held at 10:00 AM on Friday, March 3, 2006 at the Administration Office of the Uintah Basin ATC, 1100 East Lagoon Street, Roosevelt, Utah. All bidders wishing to bid on this project are required to attend this meeting.

Bids will be received until the hour of 3:00 PM on Tuesday, March 21, 2006 at DFCM, 4110 State Office Building, Salt Lake City, Utah 84114. Bids will be opened and read aloud in the DFCM Conference Room, 4110 State Office Building, Salt Lake City, Utah. NOTE: Bids must be received at 4110 State Office Building by the specified time.

Bid security, in the amount of five percent (5%) of the bid, must be submitted as stated in the Instruction to Bidders.

The Division of Facilities Construction and Management reserves the right to reject any or all bids or to waive any formality or technicality in any bid in the interest of DFCM.

DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT
Marla Workman, Contract Coordinator
4110 State Office Building, Salt Lake City, Utah 84114

**PROJECT SCHEDULE**

PROJECT NAME: BUILDING MANAGEMENT SYSTEM UPGRADE AND COMPUTER ROOM HVAC – UINTAH BASIN ATC
UTAH COLLEGE OF APPLIED TECHNOLOGY–ROOSEVELT, UT
DFCM PROJECT # 05080250

Event	Day	Date	Time	Place
Advertisement Placed	Sunday	February 19, 2006		Multi-Media
Bidding Documents Available	Tuesday	February 21, 2006	8:00 AM	DFCM, 4110 State Office Bldg, SLC, UT or DFCM web site *
Mandatory Pre-bid Site Meeting	Friday	March 3, 2006	10:00 AM	Administration Office Uintah Basin ATC 1100 East Lagoon St Roosevelt, UT
Last Day to Submit Questions	Tuesday	March 14, 2006	4:00 PM	DFCM Attn: Vic Middleton vmiddlet@utah.gov
Final Addendum Issued	Friday	March 17, 2006	4:00 PM	DFCM, 4110 State Office Bldg, SLC, UT or DFCM web site *
Prime Contractors Turn In Bid and Bid Bond / Bid Opening in DFCM Conference Room	Tuesday	March 21, 2006	3:00 PM	DFCM, 4110 State Office Bldg, SLC, UT
Sub-contractor List Due	Wednesday	March 22, 2006	3:00 PM	DFCM, 4110 State Office Bldg, SLC, UT FAX 801-538-3677

* DFCM's web site address is <http://dfcm.utah.gov>



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

Division of Facilities Construction and Management

DFCM

BID FORM

NAME OF BIDDER _____ DATE _____

To the Division of Facilities Construction and Management
4110 State Office Building
Salt Lake City, Utah 84114

The undersigned, responsive to the "Notice to Contractors" and in accordance with the "Instructions to Bidders", in compliance with your invitation for bids for the **BUILDING MANAGEMENT SYSTEM UPGRADE AND COMPUTER ROOM HVAC – UINTAH BASIN ATC – UTAH COLLEGE OF APPLIED TECHNOLOGY – ROOSEVELT, UTAH – DFCM PROJECT NO. 05080250** and having examined the Contract Documents and the site of the proposed Work and being familiar with all of the conditions surrounding the construction of the proposed Project, including the availability of labor, hereby proposes to furnish all labor, materials and supplies as required for the Work in accordance with the Contract Documents as specified and within the time set forth and at the price stated below. This price is to cover all expenses incurred in performing the Work required under the Contract Documents of which this bid is a part:

I/We acknowledge receipt of the following Addenda: _____

For all work shown on the Drawings and described in the Specifications and Contract Documents, I/we agree to perform for the sum of:

_____ DOLLARS (\$_____))
(In case of discrepancy, written amount shall govern)

I/We guarantee that the Work will be Substantially Complete within 90 calendar days after receipt of the Notice to Proceed, should I/we be the successful bidder, and agree to pay liquidated damages in the amount of **\$200.00** per day for each day after expiration of the Contract Time as stated in Article 3 of the Contractor's Agreement.

This bid shall be good for 45 days after bid opening.

Enclosed is a 5% bid bond, as required, in the sum of _____

The undersigned Contractor's License Number for Utah is _____

Upon receipt of notice of award of this bid, the undersigned agrees to execute the contract within ten (10) days, unless a shorter time is specified in the Contract Documents, and deliver acceptable Performance and Payment bonds in the prescribed form in the amount of 100% of the Contract Sum for faithful performance of the contract.

The Bid Bond attached, in the amount not less than five percent (5%) of the above bid sum, shall become the property of the Division of Facilities Construction and Management as liquidated damages for delay and additional expense caused thereby in the event that the contract is not executed and/or acceptable 100% Performance and Payment bonds are not delivered within the time set forth.

Type of Organization:

(Corporation, Partnership, Individual, etc.)

Any request and information related to Utah Preference Laws:

Respectfully submitted,

Name of Bidder

ADDRESS:

Authorized Signature

INSTRUCTIONS TO BIDDERS

1. Drawings and Specifications, Other Contract Documents

Drawings and Specifications, as well as other available Contract Documents, may be obtained as stated in the Notice to Contractors.

Any person or firm that fails to return the complete set of Drawings and Specifications, or other contract documents, in good condition within ten (10) days after the time set for receiving bids, will forfeit the deposit. Notwithstanding this, if the Contract Documents are provided on a compact disc, the compact disc does not need to be returned.

2. Bids

Before submitting a bid, each contractor shall carefully examine the Contract Documents, shall visit the site of the Work; shall fully inform themselves as to all existing conditions and limitations; and shall include in the bid the cost of all items required by the Contract Documents. If the bidder observes that portions of the Contract Documents are at variance with applicable laws, building codes, rules, regulations or contain obvious erroneous or uncoordinated information, the bidder shall promptly notify the DFCM Representative and the necessary changes shall be accomplished by Addendum.

The bid, bearing original signatures, must be typed or handwritten in ink on the Bid Form provided in the procurement documents and submitted in a sealed envelope at the location specified by the Notice to Contractor's prior to the deadline for submission of bids. It is your responsibility to allow for the time needed to park in Capitol Hill as recent construction activity has made the parking more difficult. Identification is required to enter the building.

Bid bond security, in the amount of five percent (5%) of the bid, made payable to the Division of Facilities Construction and Management, shall accompany bid. THE BID BOND MUST BE ON THE BID BOND FORM PROVIDED IN THE PROCUREMENT DOCUMENTS IN ORDER TO BE CONSIDERED AN ACCEPTABLE BID.

If the bid bond security is submitted on a bid bond form other than DFCM's required bid bond form, and the bid security meets all other legal requirements, the bidder will be allowed to provide an acceptable bid bond by the close of business on the next business day following notification by DFCM of submission of a defective bid bond security. NOTE: A cashier's check cannot be used as a substitute for a bid bond.

3. Contract and Bond

The Contractor's Agreement will be in the form bound in the specifications. The Contract Time will be as indicated in the bid. The successful bidder, simultaneously with the execution of the Contract Agreement, will be required to furnish a performance bond and a payment bond, both bearing original

signatures, upon the forms provided in the procurement documents. The performance and payment bonds shall be for an amount equal to one hundred percent (100%) of the contract sum and secured from a company that meets the requirements specified in the requisite forms. Any bonding requirements for subcontractors will be specified in the Supplementary General Conditions.

4. Listing of Subcontractors

Listing of Subcontractors shall be as summarized in the “Instructions and Subcontractor’s List Form”, which are included as part of these Contract Documents. The Subcontractors List shall be delivered to DFCM or faxed to DFCM at (801)538-3677 within 24 hours of the bid opening. Requirements for listing additional subcontractors will be listed in the Contract Documents.

DFCM retains the right to audit or take other steps necessary to confirm compliance with requirements for the listing and changing of subcontractors. Any contractor who is found to not be in compliance with these requirements is subject to a debarment hearing and may be debarred from consideration for award of contracts for a period of up to three years.

5. Interpretation of Drawings and Specifications

If any person or entity contemplating submitting a bid is in doubt as to the meaning of any part of the drawings, specifications or other Contract Documents, such person shall submit to the DFCM Project Manager a request for an interpretation thereof. The person or entity submitting the request will be responsible for its prompt delivery. Any interpretation of the proposed documents will be made only by addenda duly issued and a copy of such addenda will be mailed or delivered to each person or entity receiving a set of documents. Neither the DFCM nor A/E will be responsible for any other explanations or interpretations of the proposed documents. A/E shall be deemed to refer to the architect or engineer hired by DFCM as the A/E or Consultant for the Project.

6. Addenda

Any Addenda issued during the time of bidding shall become part of the contract Documents made available to the bidders for the preparation of the bid, shall be covered in the bid, and shall be made a part of the Contract.

7. Award of Contract

The Contract will be awarded as soon as possible to the lowest, responsive and responsible bidder, based on the lowest combination of base bid and acceptable prioritized alternates, provided the bid is

reasonable, is in the interests of the State of Utah to accept and after applying the Utah Preference Laws in U.C.A. Title 63, Chapter 56. DFCM reserves the right to waive any technicalities or formalities in any bid or in the bidding. Alternates will be accepted on a prioritized basis with Alternate 1 being highest priority, Alternate 2 having second priority, etc.

8. DFCM Contractor Performance Rating

As a contractor completes each DFCM project, DFCM, the architect/engineer and the using agency will evaluate project performance based on the enclosed “DFCM Contractor Performance Rating” form. The ratings issued on this project will not affect this project but may affect the award on future projects.

9. Licensure

The Contractor shall comply with and require all of its subcontractors to comply with the license laws as required by the State of Utah.

10. Right to Reject Bids

DFCM reserves the right to reject any or all Bids.

11. Time is of the Essence

Time is of the essence in regard to all the requirements of the Contract Documents.

12. Withdrawal of Bids

Bids may be withdrawn on written request received from bidder prior to the time fixed for opening. Negligence on the part of the bidder in preparing the bid confers no right for the withdrawal of the bid after it has been opened.

13. Product Approvals

Where reference is made to one or more proprietary products in the Contract Documents, but restrictive descriptive materials of one or more manufacturer(s) is referred to in the Contract Documents, the products of other manufacturers will be accepted, provided they equal or exceed the standards set forth in the drawings and specifications and are compatible with the intent and purpose of the design, subject to the written approval of the A/E. Such written approval must occur prior to the deadline established for the last scheduled addenda to be issued. The A/E's written approval will be in an issued addendum. If the descriptive material is not restrictive, the products of other manufacturers specified will be accepted without prior approval provided they are compatible with the intent and purpose of the design as determined by the A/E.

14. Financial Responsibility of Contractors, Subcontractors and Sub-subcontractors

Contractors shall respond promptly to any inquiry in writing by DFCM to any concern of financial responsibility of the contractor, subcontractor or sub-subcontractor.

15. Debarment

By submitting a bid, the Contractor certifies that neither it nor its principals, including project and site managers, have been, or are under consideration for, debarment or suspension, or any action that would exclude such from participation in a construction contract by any governmental department or agency. If the Contractor cannot certify this statement, attach to the bid a detailed written explanation which must be reviewed and approved by DFCM as part of the requirements for award of the Project.

BID BOND

(Title 63, Chapter 56, U. C. A. 1953, as Amended)

KNOW ALL PERSONS BY THESE PRESENTS:

That _____ hereinafter referred to as the "Principal," and _____, a corporation organized and existing under the laws of the State of _____, with its principal office in the City of _____ and authorized to transact business in this State and U. S. Department of the Treasury Listed, (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); hereinafter referred to as the "Surety," are held and firmly bound unto the STATE OF UTAH, hereinafter referred to as the "Obligee," in the amount of \$ _____ (5% of the accompanying bid), being the sum of this Bond to which payment the Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal has submitted to Obligee the accompanying bid incorporated by reference herein, dated as shown, to enter into a contract in writing for the _____ Project.

NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that if the said principal does not execute a contract and give bond to be approved by the Obligee for the faithful performance thereof within ten (10) days after being notified in writing of such contract to the principal, then the sum of the amount stated above will be forfeited to the State of Utah as liquidated damages and not as a penalty; if the said principal shall execute a contract and give bond to be approved by the Obligee for the faithful performance thereof within ten (10) days after being notified in writing of such contract to the Principal, then this obligation shall be null and void. It is expressly understood and agreed that the liability of the Surety for any and all defaults of the Principal hereunder shall be the full penal sum of this Bond. The Surety, for value received, hereby stipulates and agrees that obligations of the Surety under this Bond shall be for a term of sixty (60) days from actual date of the bid opening.

PROVIDED, HOWEVER, that this Bond is executed pursuant to provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to same extent as if it were copied at length herein.

IN WITNESS WHEREOF, the above bounden parties have executed this instrument under their several seals on the date indicated below, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

DATED this _____ day of _____, 20_____.

Principal's name and address (if other than a corporation):

By: _____

Title: _____

Principal's name and address (if a corporation):

By: _____

Title: _____
(Affix Corporate Seal)

Surety's name and address:

STATE OF _____)
COUNTY OF _____) ss.

By: _____
Attorney-in-Fact (Affix Corporate Seal)

On this ____ day of _____, 20_____, personally appeared before me _____, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney-in-fact of the above-named Surety Company, and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

Subscribed and sworn to before me this _____ day of _____, 20_____.

My Commission Expires: _____

Resides at: _____

Agency: _____
Agent: _____
Address: _____
Phone: _____

NOTARY PUBLIC

Approved As To Form: May 25, 2005
By Alan S. Bachman, Asst Attorney General

**Division of Facilities Construction and****INSTRUCTIONS AND SUBCONTRACTORS LIST FORM**

The three low bidders, as well as all other bidders that desire to be considered, are required by law to submit to DFCM within 24 hours of bid opening a list of **ALL** first-tier subcontractors, including the subcontractor's name, bid amount and other information required by Building Board Rule and as stated in these Contract Documents, on the following basis:

PROJECTS UNDER \$500,000 - ALL SUBS \$20,000 OR OVER MUST BE LISTED
PROJECTS \$500,000 OR MORE - ALL SUBS \$35,000 OR OVER MUST BE LISTED

- Any additional subcontractors identified in the bid documents shall also be listed.
- The DFCM Director may not consider any bid submitted by a bidder if the bidder fails to submit a subcontractor list meeting the requirements of State law.
- List subcontractors for base bid as well as the impact on the list that the selection of any alternate may have.
- Bidder may not list more than one subcontractor to perform the same work.
- Bidder must list "Self" if performing work itself.

LICENSURE:

The subcontractor's name, the type of work, the subcontractor's bid amount, and the subcontractor's license number as issued by DOPL, if such license is required under Utah Law, shall be listed. Bidder shall certify that all subcontractors, required to be licensed, are licensed as required by State law. A subcontractor includes a trade contractor or specialty contractor and does not include suppliers who provide only materials, equipment, or supplies to a contractor or subcontractor.

BIDDER LISTING 'SELF' AS PERFORMING THE WORK:

Any bidder that is properly licensed for the particular work and intends to perform that work itself in lieu of a subcontractor that would otherwise be required to be on the subcontractor list, must insert the term 'Self' for that category on the subcontractor list form. Any listing of 'Self' on the sublist form shall also include the amount allocated for that work.

'SPECIAL EXCEPTION':

A bidder may list 'Special Exception' in place of a subcontractor when the bidder intends to obtain a subcontractor to perform the work at a later date because the bidder was unable to obtain a qualified or reasonable bid under the provisions of U.C.A. Section 63A-5-208(4). The bidder shall insert the term 'Special Exception' for that category of work, and shall provide documentation with the subcontractor list describing the bidder's efforts to obtain a bid of a qualified subcontractor at a reasonable cost and why the bidder was unable to obtain a qualified subcontractor bid. The Director must find that the bidder complied in good faith with State law requirements for any 'Special Exception' designation, in order for the bid to be considered. If awarded the contract, the Director shall supervise the bidder's efforts to obtain a qualified subcontractor bid. The amount of the awarded contract may not be adjusted to reflect the actual amount of the subcontractor's bid. Any listing of 'Special Exception' on the sublist form shall also include amount allocated for that work.

INSTRUCTIONS AND SUBCONTRACTORS LIST FORM
Page No. 2

GROUND FOR DISQUALIFICATION:

The Director may not consider any bid submitted by a bidder if the bidder fails to submit a subcontractor list meeting the requirements of State law. Director may withhold awarding the contract to a particular bidder if one or more of the proposed subcontractors are considered by the Director to be unqualified to do the Work or for such other reason in the best interest of the State of Utah. Notwithstanding any other provision in these instructions, if there is a good faith error on the sublist form, at the sole discretion of the Director, the Director may provide notice to the contractor and the contractor shall have 24 hours to submit the correction to the Director. If such correction is submitted timely, then the sublist requirements shall be considered met.

CHANGES OF SUBCONTRACTORS SPECIFICALLY IDENTIFIED ON SUBLIST FORM:

Subsequent to twenty-four hours after the bid opening, the contractor may change its listed subcontractors only after receiving written permission from the Director based on complying with all of the following criteria.

- (1) The contractor has established in writing that the change is in the best interest of the State and that the contractor establishes an appropriate reason for the change, which may include, but not is not limited to, the following reasons: the original subcontractor has failed to perform, or is not qualified or capable of performing, and/or the subcontractor has requested in writing to be released.
- (2) The circumstances related to the request for the change do not indicate any bad faith in the original listing of the subcontractors.
- (3) Any requirement set forth by the Director to ensure that the process used to select a new subcontractor does not give rise to bid shopping.
- (4) Any increase in the cost of the subject subcontractor work is borne by the contractor.
- (5) Any decrease in the cost of the subject subcontractor work shall result in a deductive change order being issued for the contract for such decreased amount.
- (6) The Director will give substantial weight to whether the subcontractor has consented in writing to being removed unless the Contractor establishes that the subcontractor is not qualified for the work.

EXAMPLE:

Example of a list where there are only four subcontractors:

TYPE OF WORK	SUBCONTRACTOR, "SELF" OR "SPECIAL EXCEPTION"	SUBCONTRACTOR BID AMOUNT	CONT. LICENSE #
ELECTRICAL	ABCD Electric Inc.	\$350,000.00	123456789000
LANDSCAPING	"Self"	300,000.00	123456789000
CONCRETE (ALTERNATE #1)	XYZ Concrete Inc	298,000.00	987654321000
MECHANICAL	"Special Exception" (attach documentation)	Fixed at: 350,000.00	(TO BE PROVIDED AFTER OBTAINING SUBCONTRACTOR)

**PURSUANT TO STATE LAW - SUBCONTRACTOR BID AMOUNTS CONTAINED IN THIS
SUBCONTRACTOR LIST SHALL NOT BE DISCLOSED UNTIL THE CONTRACT HAS BEEN AWARDED.**

**SUBCONTRACTORS LIST**

FAX TO 801-538-3677

PROJECT TITLE: _____

Caution: You must read and comply fully with instructions.

TYPE OF WORK	SUBCONTRACTOR, "SELF" OR "SPECIAL EXCEPTION"	SUBCONTRACTOR BID AMOUNT	CONT. LICENSE #

We certify that:

1. This list includes all subcontractors as required by the instructions, including those related to the base bid as well as any alternates.
2. We have listed "Self" or "Special Exception" in accordance with the instructions.
3. All subcontractors are appropriately licensed as required by State law.

FIRM: _____

DATE: _____

SIGNED BY: _____

NOTICE: FAILURE TO SUBMIT THIS FORM, PROPERLY COMPLETED AND SIGNED, AS REQUIRED IN THESE CONTRACT DOCUMENTS, SHALL BE GROUNDS FOR DFCMS REFUSAL TO ENTER INTO A WRITTEN CONTRACT WITH BIDDER. ACTION MAY BE TAKEN AGAINST BIDDERS BID BOND AS DEEMED APPROPRIATE BY DFCM. ATTACH A SECOND PAGE IF NECESSARY.

FUGITIVE DUST PLAN

The Contractor will fill out the form and file the original with the Division of Air Quality and a copy of the form with the Division of Facilities Construction & Management, prior to the issuance of any notice to proceed.

The Contractor will be fully responsible for compliance with the Fugitive Dust Control Plan, including the adequacy of the plan, any damages, fines, liability, and penalty or other action that results from noncompliance.

Utah Division of Air Quality

April 20, 1999

**GUIDANCE THAT MUST BE CONSIDERED IN DEVELOPING AND SUBMITTING A
DUST CONTROL PLAN FOR COMPLIANCE WITH R307-309-3, 4, 5, 6, 7**

Source Information:

1. Name of your operation (source): provide a name if the source is a construction site.
2. Address or location of your operation or construction site.
3. UTM coordinates or Longitude/Latitude of stationary emission points at your operation.
4. Lengths of the project, if temporary (time period).
5. Description of process (include all sources of dust and fugitive dust). Please, if necessary, use additional sheets of paper for this description. Be sure to mark it as an attachment.
6. Type of material processed or disturbed.
7. Amount of material processed (tons per year, tons per month, lbs./hr., and applicable units).

8. Destination of product (where will the material produced be used or transported, be specific, provide address or specific location), information needed for temporary relocation applicants.
9. Identify the individual who is responsible for the implementation and maintenance of fugitive dust control measures. List name(s), position(s) and telephone number(s).
10. List, and attach copies of any contract lease, liability agreement with other companies that may, or will, be responsible for dust control on site or on the project.

Description of Fugitive Dust Emission Activities
(Things to consider in addressing fugitive dust control strategies.)

1. Type of activities (drilling and blasting, road construction, development construction, earth moving and excavation, handling and hauling materials, cleaning and leveling, etc).
2. List type of equipment generating the fugitive dust.
3. Diagram the location of each activity or piece of equipment on site. Please attach the diagram.
4. Provide pictures or drawings of each activity. Include a drawing of the unpaved/paved road network used to move loads “on” and “off” property.
5. Vehicle miles travels on unpaved roads associated with the activity (average speed).
6. Type of dust emitted at each source (coal, cement, sand, soil, clay, dust, etc.)
7. Estimate the size of the release area at which the activity occurs (square miles). For haul or dirt roads include total miles of road in use during the activity.

Description of Fugitive Dust Emission Controls on Site

Control strategies must be designed to meet 20% opacity or less on site (a lesser opacity may be defined by Approval Order conditions or federal requirements such as NSPS), and control strategies must prevent exceeding 10% opacity from fugitive dust at the property boundary (site boundary) for compliance with R307-309-3.

1. Types of ongoing emission controls proposed for each activity, each piece of equipment, and haul roads.
2. Types of additional dust controls proposed for bare, exposed surfaces (chemical stabilization, synthetic cover, wind breaks, vegetative cover, etc).
3. Method of application of dust suppressant.
4. Frequency of application of dust suppressant.
5. Explain what triggers the use of a special control measure other than routine measures already in place, such as covered loads or measures covered by a permit condition (increase in opacity, high winds, citizen complaints, dry conditions, etc).
6. Explain in detail what control strategies/measures will be implemented off-hours, i.e., Saturdays/Sundays/Holidays, as well as 6 PM to 6 AM each day.

Description of Fugitive Dust Control Off-site

Prevent, to the maximum extent possible, deposition of materials, which may create fugitive dust on public and private paved roads in compliance with R307-309-5, 6, 7.

1. Types of emission controls initiated by your operation that are in place “off” property (application of water, covered loads, sweeping roads, vehicle cleaning, etc.).

2. Proposed remedial controls that will be initiated promptly if materials, which may create fugitive dust, are deposited on public and private paved roads.

Submit the Dust Control Plan to:

Executive Secretary
Utah Air Quality Board
POB 144820
15 North 1950 West
Salt Lake City, Utah 84114-4820

Phone: (801) 536-4000
FAX: (801) 536-4099

Fugitive Dust Control Plan Violation Report

When a source is found in violation of R307-309-3 or in violation of the Fugitive Dust Control Plan, the source must submit a report to the Executive Secretary within 15 days after receiving a Notice of Violation. The report must include the following information:

1. Name and address of dust source.
2. Time and duration of dust episode.
3. Meteorological conditions during the dust episode.
4. Total number and type of fugitive dust activities and dust producing equipment within each operation boundary. If no change has occurred from the existing dust control plan, the source should state that the activity/equipment is the same.
5. Fugitive dust activities or dust producing equipment that caused a violation of R-307-309-3 or the source's dust control plan.
6. Reasons for failing to control dust from the dust generating activity or equipment.
7. New and/or additional fugitive dust control strategies necessary to achieve compliance with R307-309-3, 4, 5, 6, or 7.
8. If it can not be demonstrated that the current approved Dust Control Plan can result in compliance with R307-309-3 through 7, the Dust Control Plan must be revised so as to demonstrate compliance with 307-309-3 through 7. Within 30 days of receiving a fugitive dust Notice of Violation, the source must submit the revised Plan to the Executive Secretary for review and approval.

Submit the Dust Control Plan to:

Executive Secretary	Phone: (801) 536-4000
Utah Air Quality Board	FAX: (801) 536-4099
POB 144820	
15 North 1950 West	
Salt Lake City, Utah 84114-4820	

Attachments: DFCM Form FDR R-307-309, Rule 307-309

CONTRACTOR'S AGREEMENT

FOR:

THIS CONTRACTOR'S AGREEMENT, made and entered into this ____ day of _____, 20__, by and between the DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT, hereinafter referred to as "DFCM", and _____, incorporated in the State of _____ and authorized to do business in the State of Utah, hereinafter referred to as "Contractor", whose address is _____.

WITNESSETH: WHEREAS, DFCM intends to have Work performed at _____.

WHEREAS, Contractor agrees to perform the Work for the sum stated herein.

NOW, THEREFORE, DFCM and Contractor for the consideration provided in this Contractor's Agreement, agree as follows:

ARTICLE 1. SCOPE OF WORK. The Work to be performed shall be in accordance with the Contract Documents prepared by _____ and entitled "_____"

The DFCM General Conditions ("General Conditions") dated May 25, 2005 on file at the office of DFCM and available on the DFCM website, are hereby incorporated by reference as part of this Agreement and are included in the specifications for this Project. All terms used in this Contractor's Agreement shall be as defined in the Contract Documents, and in particular, the General Conditions.

The Contractor Agrees to furnish labor, materials and equipment to complete the Work as required in the Contract Documents which are hereby incorporated by reference. It is understood and agreed by the parties hereto that all Work shall be performed as required in the Contract Documents and shall be subject to inspection and approval of DFCM or its authorized representative. The relationship of the Contractor to the DFCM hereunder is that of an independent Contractor.

ARTICLE 2. CONTRACT SUM. The DFCM agrees to pay and the Contractor agrees to accept in full performance of this Contractor's Agreement, the sum of _____ DOLLARS AND NO CENTS (\$_____.00), which is the base bid, and which sum also includes the cost of a 100% Performance Bond and a 100%

CONTRACTOR'S AGREEMENT
PAGE NO. 2

Payment Bond as well as all insurance requirements of the Contractor. Said bonds have already been posted by the Contractor pursuant to State law. The required proof of insurance certificates have been delivered to DFCM in accordance with the General Conditions before the execution of this Contractor's Agreement.

ARTICLE 3. TIME OF COMPLETION AND DELAY REMEDY. The Work shall be Substantially Complete within _____ (____) calendar days after the date of the Notice to Proceed. Contractor agrees to pay liquidated damages in the amount of \$_____ per day for each day after expiration of the Contract Time until the Contractor achieves Substantial Completion in accordance with the Contract Documents, if Contractor's delay makes the damages applicable. The provision for liquidated damages is: (a) to compensate the DFCM for delay only; (b) is provided for herein because actual damages can not be readily ascertained at the time of execution of this Contractor's Agreement; (c) is not a penalty; and (d) shall not prevent the DFCM from maintaining Claims for other non-delay damages, such as costs to complete or remedy defective Work.

No action shall be maintained by the Contractor, including its or Subcontractor or suppliers at any tier, against the DFCM or State of Utah for damages or other claims due to losses attributable to hindrances or delays from any cause whatsoever, including acts and omissions of the DFCM or its officers, employees or agents, except as expressly provided in the General Conditions. The Contractor may receive a written extension of time, signed by the DFCM, in which to complete the Work under this Contractor's Agreement in accordance with the General Conditions.

ARTICLE 4. CONTRACT DOCUMENTS. The Contract Documents consist of this Contractor's Agreement, the Conditions of the Contract (DFCM General Conditions, Supplementary and other Conditions), the Drawings, Specifications, Addenda and Modifications. The Contract Documents shall also include the bidding documents, including the Notice to Contractors, Instructions to Bidders/Proposers and the Bid/Proposal, to the extent not in conflict therewith and other documents and oral presentations that are documented as an attachment to the contract.

All such documents are hereby incorporated by reference herein. Any reference in this Contractor's Agreement to certain provisions of the Contract Documents shall in no way be construed as to lessen the importance or applicability of any other provisions of the Contract Documents.

ARTICLE 5. PAYMENT. The DFCM agrees to pay the Contractor from time to time as the Work progresses, but not more than once each month after the date of Notice to Proceed, and only upon Certificate of the A/E for Work performed during the preceding calendar month, ninety-five percent (95%) of the value of the labor performed and ninety-five percent (95%) of the value of materials furnished in place or on the site. The Contractor agrees to furnish to the DFCM invoices for materials purchased and on the site but not installed, for which the Contractor requests payment and agrees to

safeguard and protect such equipment or materials and is responsible for safekeeping thereof and if such be stolen, lost or destroyed, to replace same.

Such evidence of labor performed and materials furnished as the DFCM may reasonably require shall be supplied by the Contractor at the time of request for Certificate of Payment on account. Materials for which payment has been made cannot be removed from the job site without DFCM's written approval. Five percent (5%) of the earned amount shall be retained from each monthly payment. The retainage, including any additional retainage imposed and the release of any retainage, shall be in accordance with UCA 13-8-5 as amended. Contractor shall also comply with the requirements of UCA 13-8-5, including restrictions of retainage regarding subcontractors and the distribution of interest earned on the retention proceeds. The DFCM shall not be responsible for enforcing the Contractor's obligations under State law in fulfilling the retention law requirements with subcontractors at any tier.

ARTICLE 6. INDEBTEDNESS. Before final payment is made, the Contractor must submit evidence satisfactory to the DFCM that all payrolls, materials bills, subcontracts at any tier and outstanding indebtedness in connection with the Work have been properly paid. Final Payment will be made after receipt of said evidence, final acceptance of the Work by the DFCM as well as compliance with the applicable provisions of the General Conditions.

Contractor shall respond immediately to any inquiry in writing by DFCM as to any concern of financial responsibility and DFCM reserves the right to request any waivers, releases or bonds from Contractor in regard to any rights of Subcontractors (including suppliers) at any tier or any third parties prior to any payment by DFCM to Contractor.

ARTICLE 7. ADDITIONAL WORK. It is understood and agreed by the parties hereto that no money will be paid to the Contractor for additional labor or materials furnished unless a new contract in writing or a Modification hereof in accordance with the General Conditions and the Contract Documents for such additional labor or materials has been executed. The DFCM specifically reserves the right to modify or amend this Contractor's Agreement and the total sum due hereunder either by enlarging or restricting the scope of the Work.

ARTICLE 8. INSPECTIONS. The Work shall be inspected for acceptance in accordance with the General Conditions.

ARTICLE 9. DISPUTES. Any dispute, PRE or Claim between the parties shall be subject to the provisions of Article 7 of the General Conditions. DFCM reserves all rights to pursue its rights and remedies as provided in the General Conditions.

ARTICLE 10. TERMINATION, SUSPENSION OR ABANDONMENT. This Contractor's Agreement may be terminated, suspended or abandoned in accordance with the General Conditions.

ARTICLE 11. DFCM'S RIGHT TO WITHHOLD CERTAIN AMOUNT AND MAKE USE THEREOF. The DFCM may withhold from payment to the Contractor such amount as, in DFCM's judgment, may be necessary to pay just claims against the Contractor or Subcontractor at any tier for labor and services rendered and materials furnished in and about the Work. The DFCM may apply such withheld amounts for the payment of such claims in DFCM's discretion. In so doing, the DFCM shall be deemed the agent of Contractor and payment so made by the DFCM shall be considered as payment made under this Contractor's Agreement by the DFCM to the Contractor. DFCM shall not be liable to the Contractor for any such payment made in good faith. Such withholdings and payments may be made without prior approval of the Contractor and may be also be prior to any determination as a result of any dispute, PRE, Claim or litigation.

ARTICLE 12. INDEMNIFICATION. The Contractor shall comply with the indemnification provisions of the General Conditions.

ARTICLE 13. SUCCESSORS AND ASSIGNMENT OF CONTRACT. The DFCM and Contractor, respectively bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement, and to partners, successors, assigns and legal representatives of such other party with respect to all covenants, provisions, rights and responsibilities of this Contractor's Agreement. The Contractor shall not assign this Contractor's Agreement without the prior written consent of the DFCM, nor shall the Contractor assign any moneys due or to become due as well as any rights under this Contractor's Agreement, without prior written consent of the DFCM.

ARTICLE 14. RELATIONSHIP OF THE PARTIES. The Contractor accepts the relationship of trust and confidence established by this Contractor's Agreement and covenants with the DFCM to cooperate with the DFCM and A/E and use the Contractor's best skill, efforts and judgment in furthering the interest of the DFCM; to furnish efficient business administration and supervision; to make best efforts to furnish at all times an adequate supply of workers and materials; and to perform the Work in the best and most expeditious and economic manner consistent with the interests of the DFCM.

ARTICLE 15. AUTHORITY TO EXECUTE AND PERFORM AGREEMENT. Contractor and DFCM each represent that the execution of this Contractor's Agreement and the performance thereunder is within their respective duly authorized powers.

ARTICLE 16. ATTORNEY FEES AND COSTS. Except as otherwise provided in the dispute resolution provisions of the General Conditions, the prevailing party shall be entitled to reasonable attorney fees and costs incurred in any action in the District Court and/or appellate body to enforce this Contractor's Agreement or recover damages or any other action as a result of a breach thereof.

CONTRACTOR'S AGREEMENT
PAGE NO. 5

IN WITNESS WHEREOF, the parties hereto have executed this Contractor's Agreement on the day and year stated hereinabove.

CONTRACTOR: _____

Signature Date

Title: _____

State of _____)
County of _____)

Please type/print name clearly

On this ____ day of _____, 20____, personally appeared before me, _____, whose identity is personally known to me (or proved to me on the basis of satisfactory evidence) and who by me duly sworn (or affirmed), did say that he (she) is the _____ (title or office) of the firm and that said document was signed by him (her) in behalf of said firm.

(SEAL)

Notary Public

My Commission Expires _____

APPROVED AS TO AVAILABILITY
OF FUNDS:

Financial Manager, Date
Division of Facilities Construction
and Management

**DIVISION OF FACILITIES
CONSTRUCTION AND MANAGEMENT**

Manager - Date
Capital _____

APPROVED AS TO FORM:
ATTORNEY GENERAL
May 25, 2005
By: Alan S. Bachman
Asst Attorney General

APPROVED FOR EXPENDITURE:

Division of Finance Date

PERFORMANCE BOND
(Title 63, Chapter 56, U. C. A. 1953, as Amended)

That _____ hereinafter referred to as the "Principal" and _____, a corporation organized and existing under the laws of the State of _____, with its principal office in the City of _____ and authorized to transact business in this State and U. S. Department of the Treasury Listed (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); hereinafter referred to as the "Surety," are held and firmly bound unto the State of Utah, hereinafter referred to as the "Obligee," in the amount of _____ DOLLARS (\$ _____) for the payment whereof, the said Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written Contract with the Obligee, dated the _____ day of _____, 20____, to construct _____ in the County of _____, State of Utah, Project No. _____, for the approximate sum of _____ Dollars (\$ _____), which Contract is hereby incorporated by reference herein.

NOW, THEREFORE, the condition of this obligation is such that if the said Principal shall faithfully perform the Contract in accordance with the Contract Documents including, but not limited to, the Plans, Specifications and conditions thereof, the one year performance warranty, and the terms of the Contract as said Contract may be subject to Modifications or changes, then this obligation shall be void; otherwise it shall remain in full force and effect.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the state named herein or the heirs, executors, administrators or successors of the Owner.

The parties agree that the dispute provisions provided in the Contract Documents apply and shall constitute the sole dispute procedures of the parties.

PROVIDED, HOWEVER, that this Bond is executed pursuant to the Provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to the same extent as if it were copied at length herein.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this _____ day of _____, 20_____.

WITNESS OR ATTESTATION:

PRINCIPAL:

By: _____
(Seal)

Title: _____

WITNESS OR ATTESTATION:

SURETY:

By: _____
Attorney-in-Fact (Seal)

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____ day of _____, 20____, personally appeared before me _____, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney in-fact of the above-named Surety Company and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

Subscribed and sworn to before me this _____ day of _____, 20_____.

My commission expires: _____

Resides at: _____

NOTARY PUBLIC

Agency: _____
Agent: _____
Address: _____
Phone: _____

Approved As To Form: May 25, 2005
By Alan S. Bachman, Asst Attorney General

PAYMENT BOND

(Title 63, Chapter 56, U. C. A. 1953, as Amended)

KNOW ALL PERSONS BY THESE PRESENTS:

That _____ hereinafter referred to as the "Principal," and _____, a corporation organized and existing under the laws of the State of _____ authorized to do business in this State and U. S. Department of the Treasury Listed (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); with its principal office in the City of _____, hereinafter referred to as the "Surety," are held and firmly bound unto the State of Utah hereinafter referred to as the "Obligee," in the amount of _____ Dollars (\$ _____) for the payment whereof, the said Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written Contract with the Obligee, dated the _____ day of _____, 20____, to construct _____ in the County of _____, State of Utah, Project No. _____ for the approximate sum of _____ Dollars (\$ _____), which contract is hereby incorporated by reference herein.

NOW, THEREFORE, the condition of this obligation is such that if the said Principal shall pay all claimants supplying labor or materials to Principal or Principal's Subcontractors in compliance with the provisions of Title 63, Chapter 56, of Utah Code Annotated, 1953, as amended, and in the prosecution of the Work provided for in said Contract, then, this obligation shall be void; otherwise it shall remain in full force and effect.

That said Surety to this Bond, for value received, hereby stipulates and agrees that no changes, extensions of time, alterations or additions to the terms of the Contract or to the Work to be performed thereunder, or the specifications or drawings accompanying same shall in any way affect its obligation on this Bond, and does hereby waive notice of any such changes, extensions of time, alterations or additions to the terms of the Contract or to the Work or to the specifications or drawings and agrees that they shall become part of the Contract Documents.

PROVIDED, HOWEVER, that this Bond is executed pursuant to the provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to the same extent as if it were copied at length herein.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this _____ day of _____, 20____.

WITNESS OR ATTESTATION:

PRINCIPAL:

By: _____ (Seal)

Title: _____

WITNESS OR ATTESTATION:

SURETY:

By: _____ Attorney-in-Fact (Seal)

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____ day of _____, 20____, personally appeared before me _____, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney-in-fact of the above-named Surety Company, and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

Subscribed and sworn to before me this _____ day of _____, 20____.

My commission expires: _____

Resides at: _____

NOTARY PUBLIC

Agency: _____
Agent: _____
Address: _____
Phone: _____

Approved As To Form: May 25, 2005
By Alan S. Bachman, Asst Attorney General



Division of Facilities Construction and Management

CHANGE ORDER # _____

CONTRACTOR: _____

AGENCY OR INSTITUTION: _____

PROJECT NAME: _____

PROJECT NUMBER: _____

CONTRACT NUMBER: _____

ARCHITECT: _____

DATE: _____

CONSTRUCTION CHANGE DIRECTIVE NO.	PROPOSAL REQUEST NO.	AMOUNT		DAYS	
		INCREASE	DECREASE	INCREASE	DECREASE

	Amount	Days	Date
ORIGINAL CONTRACT			
TOTAL PREVIOUS CHANGE ORDERS			
TOTAL THIS CHANGE ORDER			
ADJUSTED CONTRACT			

DFCM and Contractor agree that the terms, contract sum, scope of the Work and time specified in this Change Order shall constitute the full accord and satisfaction, and complete adjustment to the Contract and includes all direct and indirect costs and effects related to, incidental to, and/or reasonably implied from such change in the contract terms, sum, scope of the Work and time.

Contractor: _____

Date

Architect/Engineer: _____

Date

Agency or Institution: _____

Date

DFCM: _____

Date

Funding Verification: _____

Date

Page ____ of ____ page(s)

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STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

Division of Facilities Construction and Management

DFCM

CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT _____ PROJECT NO: _____

AGENCY/INSTITUTION _____

AREA ACCEPTED _____

The Work performed under the subject Contract has been reviewed on this date and found to be Substantially Completed as defined in the General Conditions; including that the construction is sufficiently completed in accordance with the Contract Documents, as modified by any change orders agreed to by the parties, so that the State of Utah can occupy the Project or specified area of the Project for the use for which it is intended.

The DFCM - (Owner) accepts the Project or specified area of the Project as Substantially Complete and will assume full possession of the Project or specified area of the Project at _____ (time) on _____ (date).

The DFCM accepts the Project for occupancy and agrees to assume full responsibility for maintenance and operation, including utilities and insurance, of the Project subject to the itemized responsibilities and/or exceptions noted below:

The Owner acknowledges receipt of the following closeout and transition materials:

☐ Record Drawings ☐ O & M Manuals ☐ Warranty Documents ☐ Completion of Training Requirements

A list of items to be completed or corrected (Punch List) is attached hereto. The failure to include an item on it does not alter the responsibility of the Contractor to complete all the Work in accordance with the Contract Documents, including authorized changes thereof. The amount of _____. (Twice the value of the punch list work) shall be retained to assure the completion of the punch list work.

The Contractor shall complete or correct the Work on the list of (Punch List) items appended hereto within _____ calendar days from the above date of issuance of this Certificate. If the list of items is not completed within the time allotted the Owner has the right to be compensated for the delays and/or complete the work with the help of independent contractor at the expense of the retained project funds. If the retained project funds are insufficient to cover the delay/completion damages, the Owner shall be promptly reimbursed for the balance of the funds needed to compensate the Owner.

CONTRACTOR (include name of firm) by: _____
(Signature) DATE

A/E (include name of firm) by: _____
(Signature) DATE

USING INSTITUTION OR AGENCY by: _____
(Signature) DATE

DFCM (Owner) by: _____
(Signature) DATE

4110 State Office Building, Salt Lake City, Utah 84114
telephone 801-538-3018 • facsimile 801-538-3267 • <http://dfcm.utah.gov>

cc: Parties Noted
DFCM, Director

Specifications

Building Management System Upgrade And Telecomm Room HVAC Uinta Basin Applied Technology College

Roosevelt, Utah

**D.F.C.M. Project Number:
05080250**

**Construction Documents
September 2005**

**Spectrum Engineers
175 South Main Street, Suite 300
Salt Lake City, UT 84111
Telephone: (801) 328-5151
Facsimile: (801) 328-5155**

Spectrum Project No. 20050044

Project Specifications

Project Name: Building Management System Upgrade
And Telecomm Room HVAC
Uinta Basin Applied Technology College

Location: Roosevelt, Utah

Owner: State of Utah
Division of Facilities & Construction
Management

DFCM Project. No.: 05080250

Engineers: Spectrum Engineers
175 South Main Street, Suite 300
Salt Lake City, UT 84111

Telephone: (801) 328-5151

APPROVALS:

Prime Agency

Date

DFCM

Date

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SECTION 01100 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
 - 1. Work covered by the Contract Documents.
 - 2. Type of the Contract.
 - 3. Work phases.
 - 4. Work under other contracts.
 - 5. Products ordered in advance.
 - 6. Owner-furnished products.
 - 7. Use of premises.
 - 8. Owner's occupancy requirements.
 - 9. Work restrictions.
 - 10. Specification formats and conventions.
- B. Related Sections include the following:
 - 1. Division 1 Section "Summary of Multiple Contracts" for division of responsibilities for the Work.
 - 2. Division 1 Section "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 WORK COVERED BY CONTRACT DOCUMENTS

- A. Project Identification: Building Management System Upgrade and Telecomm Room HVAC; DFCM Project No. 05080250
 - 1. Project Location: Uinta Basin Applied Technology College, Roosevelt, Utah
- B. Owner: State of Utah – Department of Administrative Services
 - 1. Owner's Representative: Division of Facilities Construction and Management. 4110 State Office Building, Salt Lake City, Utah 84114
- C. The Work consists of the following:
 - 1. The Work includes:
 - a. Upgrade of existing Building Management System.

- b. Remove and replace with DDC and Electric Actuators all existing pneumatic controls and actuators.
- c. Provide new Rooftop Units for Computer Room including ductwork, diffusers, return air grilles, electrical power and wiring.
- d. Provide temperature controls for new Rooftop Units.

1.4 TYPE OF CONTRACT

- A. Project will be constructed under a single prime contract.

1.5 USE OF PREMISES

- A. General: Contractor shall have full use of premises for construction operations, including use of Project site, during construction period. Contractor's use of premises is limited only by Owner's right to perform work or to retain other contractors on portions of Project.
- B. Use of Site: Limit use of premises to work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
 - 1. Owner Occupancy: Allow for Owner occupancy of Project site and use by the public.
 - 2. Driveways and Entrances: Keep driveways parking garage, loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
 - a. Schedule deliveries to minimize use of driveways and entrances.
 - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- C. Use of Existing Building: Maintain existing building in a weathertight condition throughout construction period. Repair damage caused by construction operations. Protect building and its occupants during construction period.

1.6 OWNER'S OCCUPANCY REQUIREMENTS

- A. Full Owner Occupancy: Owner will occupy site during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits, unless otherwise indicated.
 - 1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
 - 2. Provide not less than 72 hours' notice to Owner of activities that will affect Owner's operations.
- B. Partial Owner Occupancy: Owner will occupy the premises during entire construction period, with the exception of areas under construction. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's operations. Maintain existing exits, unless otherwise indicated.

1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
 2. Provide not less than 72 hours' notice to Owner of activities that will affect Owner's operations.
- C. Owner Occupancy of Completed Areas of Construction: Owner reserves the right to occupy and to place and install equipment in completed areas of building, before Substantial Completion, provided such occupancy does not interfere with completion of the Work. Such placement of equipment and partial occupancy shall not constitute acceptance of the total Work.
1. Architect will prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied before Owner occupancy.
 2. Obtain a Certificate of Occupancy from authorities having jurisdiction before Owner occupancy.
 3. Before partial Owner occupancy, mechanical and electrical systems shall be fully operational, and required tests and inspections shall be successfully completed. On occupancy, Owner will operate and maintain mechanical and electrical systems serving occupied portions of building.
 4. On occupancy, Owner will assume responsibility for maintenance and custodial service for occupied portions of building.

1.7 WORK RESTRICTIONS

- A. On-Site Work Hours: Work shall be generally performed inside the existing building during normal business working hours of 7 a.m. to 5 p.m., Monday through Friday, except otherwise indicated.
1. Weekend Hours: As approved by Owner.
 2. Early Morning Hours: As approved by Owner.
 3. Hours for Utility Shutdowns: As approved by Owner.
 4. Hours for Core Drilling and other noisy activities: As approved by Owner.
- B. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated:
1. Notify Owner not less than two days in advance of proposed utility interruptions.
 2. Do not proceed with utility interruptions without Owner's written permission.

1.8 SPECIFICATION FORMATS AND CONVENTIONS

- A. Specification Format: The Specifications are organized into Divisions and Sections using the 16-division format and CSI/CSC's "MasterFormat" numbering system.
1. Section Identification: The Specifications use Section numbers and titles to help cross-referencing in the Contract Documents. Sections in the Project Manual are in numeric sequence; however, the sequence is incomplete because all available Section numbers are not used. Consult the table of contents at the beginning of the Project Manual to determine numbers and names of Sections in the Contract Documents.

2. Division 1: Sections in Division 1 govern the execution of the Work of all Sections in the Specifications.
- B. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
1. Abbreviated Language: Language used in the Specifications and other Contract Documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words implied, but not stated, shall be inferred as the sense requires. Singular words shall be interpreted as plural, and plural words shall be interpreted as singular where applicable as the context of the Contract Documents indicates.
 2. Imperative mood and streamlined language are generally used in the Specifications. Requirements expressed in the imperative mood are to be performed by Contractor. Occasionally, the indicative or subjunctive mood may be used in the Section Text for clarity to describe responsibilities that must be fulfilled indirectly by Contractor or by others when so noted.
 - a. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.

1.9 MISCELLANEOUS PROVISIONS

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01100

SECTION 01250 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for handling and processing Contract modifications.
- B. Related Sections include the following:
 - 1. Division 1 Section "Allowances" for procedural requirements for handling and processing allowances.
 - 2. Division 1 Section "Unit Prices" for administrative requirements for using unit prices.
 - 3. Division 1 Section "Product Requirements" for administrative procedures for handling requests for substitutions made after Contract award.

1.3 MINOR CHANGES IN THE WORK

- A. Engineer will issue through Owner supplemental instructions authorizing Minor Changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, on Engineer's Instruction Bulletin.

1.4 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: Engineer will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
 - 1. Proposal Requests issued by Owner are for information only. Do not consider them instructions either to stop work in progress or to execute the proposed change.
 - 2. Within time specified in Proposal Request after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
 - a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - c. Include costs of labor and supervision directly attributable to the change.

- d. Include an updated Contractor's Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
- B. Contractor-Initiated Proposals: If latent or unforeseen conditions require modifications to the Contract, Contractor may propose changes by submitting a request for a change to Owner.
1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
 2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 4. Include costs of labor and supervision directly attributable to the change.
 5. Include an updated Contractor's Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
 6. Comply with requirements in Division 1 Section "Product Requirements" if the proposed change requires substitution of one product or system for product or system specified.
- C. Proposal Request Form: Use forms provided by Owner.

1.5 ALLOWANCES

- A. Allowance Adjustment: To adjust allowance amounts, base each Change Order proposal on the difference between purchase amount and the allowance, multiplied by final measurement of work-in-place. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.
1. Include installation costs in purchase amount only where indicated as part of the allowance.
 2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other margins claimed.
 3. Submit substantiation of a change in scope of work, if any, claimed in Change Orders related to unit-cost allowances.
 4. Owner reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.
- B. Submit claims for increased costs because of a change in scope or nature of the allowance described in the Contract Documents, whether for the Purchase Order amount or Contractor's handling, labor, installation, overhead, and profit. Submit claims within 21 days of receipt of the Change Order or Construction Change Directive authorizing work to proceed. Owner will reject claims submitted later than 21 days after such authorization.
1. Do not include Contractor's or subcontractor's indirect expense in the Change Order cost amount unless it is clearly shown that the nature or extent of work has changed from what could have been foreseen from information in the Contract Documents.

2. No change to Contractor's indirect expense is permitted for selection of higher- or lower-priced materials or systems of the same scope and nature as originally indicated.

1.6 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Proposal Request, Engineer will issue a Change Order for signatures of Owner and Contractor.

1.7 CONSTRUCTION CHANGE DIRECTIVE

- A. Work Change Directive: Owner may issue a Work Change Directive. Work Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
 1. Work Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.
- B. Documentation: Maintain detailed records on a time and material basis of work required by the Work Change Directive.
 1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01250

SECTION 01310 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:
 - 1. Coordination Drawings.
 - 2. Administrative and supervisory personnel.
 - 3. Project meetings.
 - 4. Requests for Interpretation (RFIs).
- B. Each contractor shall participate in coordination requirements. Certain areas of responsibility will be assigned to a specific contractor.
- C. Related Sections include the following:
 - 1. Division 1 Section "Summary of Multiple Contracts" for a description of the division of Work among separate contracts and responsibility for coordination activities not in this Section.
 - 2. Division 1 Section "Construction Progress Documentation" for preparing and submitting Contractor's Construction Schedule.
 - 3. Division 1 Section "Execution Requirements" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
 - 4. Division 1 Section "Closeout Procedures" for coordinating closeout of the Contract.

1.3 DEFINITIONS

- A. RFI: Request from Contractor seeking interpretation or clarification of the Contract Documents.

1.4 COORDINATION

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections, that depend on each other for proper installation, connection, and operation.
- B. Coordination: Each contractor shall coordinate its construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work.

Each contractor shall coordinate its operations with operations, included in different Sections, that depend on each other for proper installation, connection, and operation.

1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
 2. Coordinate installation of different components with other contractors to ensure maximum accessibility for required maintenance, service, and repair.
 3. Make adequate provisions to accommodate items scheduled for later installation.
 4. Where availability of space is limited, coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair of all components, including mechanical and electrical.
- C. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.
- D. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
1. Preparation of Contractor's Construction Schedule.
 2. Preparation of the Schedule of Values.
 3. Installation and removal of temporary facilities and controls.
 4. Delivery and processing of submittals.
 5. Progress meetings.
 6. Preinstallation conferences.
 7. Project closeout activities.
 8. Startup and adjustment of systems.
 9. Project closeout activities.
- E. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials.
1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. Refer to other Sections for disposition of salvaged materials that are designated as Owner's property.
- 1.5 SUBMITTALS
- A. Coordination Drawings: Prepare Coordination Drawings if limited space availability necessitates maximum utilization of space for efficient installation of different components or if coordination is required for installation of products and materials fabricated by separate entities.
1. Content: Project-specific information, drawn accurately to scale. Do not base Coordination Drawings on reproductions of the Contract Documents or standard printed data. Include the following information, as applicable:

- a. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
 - b. Indicate required installation sequences.
 - c. Indicate dimensions shown on the Contract Drawings and make specific note of dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternate sketches to Engineer for resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.
 2. Sheet Size: At least 8-1/2 by 11 inches (215 by 280 mm) but no larger than 30 by 40 inches (750 by 1000 mm).
 3. Number of Copies: Submit two opaque copies of each submittal. Engineer, through Owner, will return one copy.
 - a. Submit five copies where Coordination Drawings are required for operation and maintenance manuals. Engineer and Owner will retain two copies; remainder will be returned. Mark up and retain one returned copy as a Project Record Drawing.
 4. Refer to individual Sections for Coordination Drawing requirements for Work in those Sections.
- B. Key Personnel Names: Within 5 days of starting construction operations, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers, including home and office telephone numbers. Provide names, addresses, and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project.
1. Post copies of list in Project meeting room, in temporary field office, and by each temporary telephone. Keep list current at all times.
- 1.6 ADMINISTRATIVE AND SUPERVISORY PERSONNEL
- A. General: In addition to Project superintendent, provide other administrative and supervisory personnel as required for proper performance of the Work.
1. Include special personnel required for coordination of operations with other contractors.
- 1.7 PROJECT MEETINGS
- A. General: Schedule and conduct meetings and conferences at Project site, unless otherwise indicated.
1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Engineer of scheduled meeting dates and times.
 2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
 3. Minutes: Record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Engineer, within three days of the meeting.

- B. Preconstruction Conference: Schedule a preconstruction conference before starting construction, at a time convenient to Owner, and Engineer, but no later than 15 days after execution of the Agreement. Hold the conference at Project site or another convenient location. Conduct the meeting to review responsibilities and personnel assignments.
1. Attendees: Authorized representatives of Owner, Engineer, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 2. Agenda: Discuss items of significance that could affect progress, including the following:
 - a. Tentative construction schedule.
 - b. Phasing.
 - c. Critical work sequencing and long-lead items.
 - d. Designation of key personnel and their duties.
 - e. Procedures for processing field decisions and Change Orders.
 - f. Procedures for RFIs.
 - g. Procedures for testing and inspecting.
 - h. Procedures for processing Applications for Payment.
 - i. Distribution of the Contract Documents.
 - j. Submittal procedures.
 - k. LEED requirements.
 - l. Preparation of Record Documents.
 - m. Use of the premises.
 - n. Work restrictions.
 - o. Owner's occupancy requirements.
 - p. Responsibility for temporary facilities and controls.
 - q. Construction waste management and recycling.
 - r. Parking availability.
 - s. Office, work, and storage areas.
 - t. Equipment deliveries and priorities.
 - u. First aid.
 - v. Security.
 - w. Progress cleaning.
 - x. Working hours.
 3. Minutes: Record and distribute meeting minutes.
- C. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.
1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Engineer and Owner of scheduled meeting dates.
 2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
 - a. The Contract Documents.
 - b. Options.
 - c. Related RFIs.
 - d. Related Change Orders.
 - e. Purchases.
 - f. Deliveries.

- g. Submittals.
 - h. Review of mockups.
 - i. Possible conflicts.
 - j. Compatibility problems.
 - k. Time schedules.
 - l. Weather limitations.
 - m. Manufacturer's written recommendations.
 - n. Warranty requirements.
 - o. Compatibility of materials.
 - p. Acceptability of substrates.
 - q. Temporary facilities and controls.
 - r. Space and access limitations.
 - s. Regulations of authorities having jurisdiction.
 - t. Testing and inspecting requirements.
 - u. Installation procedures.
 - v. Coordination with other work.
 - w. Required performance results.
 - x. Protection of adjacent work.
 - y. Protection of construction and personnel.
 - 3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
 - 4. Reporting: Distribute minutes of the meeting to each party present and to parties who should have been present.
 - 5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.
- D. Progress Meetings: Conduct progress meetings at weekly intervals. Coordinate dates of meetings with preparation of payment requests.
- 1. Attendees: In addition to representatives of Owner, and Engineer, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 - 2. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's Construction Schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 - 1) Review schedule for next period.
 - b. Review present and future needs of each entity present, including the following:
 - 1) Interface requirements.
 - 2) Sequence of operations.

- 3) Status of submittals.
 - 4) Deliveries.
 - 5) Off-site fabrication.
 - 6) Access.
 - 7) Site utilization.
 - 8) Temporary facilities and controls.
 - 9) Work hours.
 - 10) Hazards and risks.
 - 11) Progress cleaning.
 - 12) Quality and work standards.
 - 13) Status of correction of deficient items.
 - 14) Field observations.
 - 15) RFIs.
 - 16) Status of proposal requests.
 - 17) Pending changes.
 - 18) Status of Change Orders.
 - 19) Pending claims and disputes.
 - 20) Documentation of information for payment requests.
3. Minutes: Record the meeting minutes.
4. Reporting: Distribute minutes of the meeting to each party present and to parties who should have been present.
 - a. Schedule Updating: Revise Contractor's Construction Schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.
- E. Coordination Meetings: Conduct Project coordination meetings at weekly intervals. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.
 1. Attendees: In addition to representatives of Owner, and Engineer, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to Combined Contractor's Construction Schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 - b. Schedule Updating: Revise Combined Contractor's Construction Schedule after each coordination meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
 - c. Review present and future needs of each contractor present, including the following:
 - 1) Interface requirements.

- 2) Sequence of operations.
 - 3) Status of submittals.
 - 4) Deliveries.
 - 5) Off-site fabrication.
 - 6) Access.
 - 7) Site utilization.
 - 8) Temporary facilities and controls.
 - 9) Work hours.
 - 10) Hazards and risks.
 - 11) Progress cleaning.
 - 12) Quality and work standards.
 - 13) Change Orders.
3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

1.8 REQUESTS FOR INTERPRETATION (RFIs)

- A. Procedure: Immediately on discovery of the need for interpretation of the Contract Documents, and if not possible to request interpretation at Project meeting, prepare and submit an RFI in the form specified.
1. RFIs shall originate with Contractor. RFIs submitted by entities other than Contractor will be returned with no response.
 2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.
- B. Content of the RFI: Include a detailed, legible description of item needing interpretation and the following:
1. Project name.
 2. Date.
 3. Name of Contractor.
 4. Name of Engineer.
 5. RFI number, numbered sequentially.
 6. Specification Section number and title and related paragraphs, as appropriate.
 7. Drawing number and detail references, as appropriate.
 8. Field dimensions and conditions, as appropriate.
 9. Contractor's suggested solution(s). If Contractor's solution(s) impact the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
 10. Contractor's signature.
 11. Attachments: Include drawings, descriptions, measurements, photos, Product Data, Shop Drawings, and other information necessary to fully describe items needing interpretation.
 - a. Supplementary drawings prepared by Contractor shall include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments.
- C. Hard-Copy RFIs: CSI Form 13.2A.
1. Identify each page of attachments with the RFI number and sequential page number.

- D. Software-Generated RFIs: Software-generated form with substantially the same content as indicated above.
1. Attachments shall be electronic files in Adobe Acrobat PDF format.
- E. Engineer's and Owner's Action: Engineer and Owner will review each RFI, determine action required, and return it. Allow seven working days for Engineer's response for each RFI. RFIs received after 1:00 p.m. will be considered as received the following working day.
1. The following RFIs will be returned without action:
 - a. Requests for approval of submittals.
 - b. Requests for approval of substitutions.
 - c. Requests for coordination information already indicated in the Contract Documents.
 - d. Requests for adjustments in the Contract Time or the Contract Sum.
 - e. Requests for interpretation of Engineer's actions on submittals.
 - f. Incomplete RFIs or RFIs with numerous errors.
 2. Engineer's action may include a request for additional information, in which case Engineer's time for response will start again.
 3. Engineer's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Division 1 Section "Contract Modification Procedures."
 - a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Engineer and Owner in writing within 10 days of receipt of the RFI response.
- F. On receipt of Engineer's and Owner's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Engineer and Owner within seven days if Contractor disagrees with response.
- G. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log weekly. Use CSI Log Form 13.2B.
1. Project name.
 2. Name and address of Contractor.
 3. Name and address of Engineer and Owner.
 4. RFI number including RFIs that were dropped and not submitted.
 5. RFI description.
 6. Date the RFI was submitted.
 7. Date Engineer's and Owner's response was received.
 8. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.
 9. Identification of related Field Order, Work Change Directive, and Proposal Request, as appropriate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01310

SECTION 01330 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.
- B. Related Sections include the following:
 - 1. Division 1 Section "Payment Procedures" for submitting Applications for Payment and the Schedule of Values.
 - 2. Division 1 Section "Project Management and Coordination" for submitting and distributing meeting and conference minutes and for submitting Coordination Drawings.
 - 3. Division 1 Section "Construction Progress Documentation" for submitting schedules and reports, including Contractor's Construction Schedule and the Submittals Schedule.
 - 4. Division 1 Section "Closeout Procedures" for submitting warranties.
 - 5. Division 1 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
 - 6. Division 1 Section "Operation and Maintenance Data" for submitting operation and maintenance manuals.
 - 7. Division 1 Section "Demonstration and Training" for submitting videotapes of demonstration of equipment and training of Owner's personnel.
 - 8. Divisions 2 through 16 Sections for specific requirements for submittals in those Sections.

1.3 DEFINITIONS

- A. Action Submittals: Written and graphic information that requires Engineer's and Owner's responsive action.
- B. Informational Submittals: Written information that does not require Engineer's responsive action. Submittals may be rejected for not complying with requirements.

1.4 SUBMITTAL PROCEDURES

- A. General: Electronic copies of CAD Drawings of the Contract Drawings will be provided by Engineer for Contractor's use in preparing submittals.
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.

1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
 2. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
 - a. Engineer reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Submittals Schedule: Comply with requirements in Division 1 Section "Construction Progress Documentation" for list of submittals and time requirements for scheduled performance of related construction activities.
- D. Processing Time: Allow enough time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Engineer's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
1. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Engineer will advise Contractor when a submittal being processed must be delayed for coordination.
 2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
 3. Resubmittal Review: Allow 15 days for review of each resubmittal.
 4. Sequential Review: Where sequential review of submittals by Engineer's consultants, Owner, or other parties is indicated, allow 21 days for initial review of each submittal.
 - a. Specification Sections requiring sequential review:
 - 1) Section 15900 Building Management System.
 5. Concurrent Consultant Review: Where the Contract Documents indicate that submittals may be transmitted simultaneously to Engineer, allow 15 days for review of each submittal. Submittal will be returned to Engineer before being returned to Contractor.
- E. Identification: Place a permanent label or title block on each submittal for identification.
1. Indicate name of firm or entity that prepared each submittal on label or title block.
 2. Provide a space approximately 6 by 8 inches (150 by 200 mm) on label or beside title block to record Contractor's review and approval markings and action taken by Engineer.
 3. Include the following information on label for processing and recording action taken:
 - a. Project name.
 - b. Date.
 - c. Name and address of Engineer.
 - d. Name and address of Contractor.
 - e. Name and address of subcontractor.
 - f. Name and address of supplier.
 - g. Name of manufacturer.
 - h. Submittal number or other unique identifier, including revision identifier.
 - 1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 06100.01). Resubmittals

shall include an alphabetic suffix after another decimal point (e.g., 06100.01.A).

- i. Number and title of appropriate Specification Section.
 - j. Drawing number and detail references, as appropriate.
 - k. Location(s) where product is to be installed, as appropriate.
 - l. Other necessary identification.
- F. Deviations: Highlight, encircle, or otherwise specifically identify deviations from the Contract Documents on submittals.
- G. Additional Copies: Unless additional copies are required for final submittal, and unless Engineer observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.
 1. Submit one copy of submittal to concurrent reviewer in addition to specified number of copies to Engineer.
 2. Additional copies submitted for maintenance manuals will be marked with action taken and will be returned.
- H. Transmittal: Package each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Engineer will discard submittals received from sources other than Contractor.
 1. Transmittal Form: Use CSI Form 12.1A.
 2. Transmittal Form: Provide locations on form for the following information:
 - a. Project name.
 - b. Date.
 - c. Destination (To:).
 - d. Source (From:).
 - e. Names of subcontractor, manufacturer, and supplier.
 - f. Category and type of submittal.
 - g. Submittal purpose and description.
 - h. Specification Section number and title.
 - i. Drawing number and detail references, as appropriate.
 - j. Transmittal number, numbered consecutively.
 - k. Submittal and transmittal distribution record.
 - l. Remarks.
 - m. Signature of transmitter.
 3. On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Engineer on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same label information as related submittal.
- I. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
 1. Note date and content of previous submittal.
 2. Note date and content of revision in label or title block and clearly indicate extent of revision.
 3. Resubmit submittals until they are marked "No Further Action Required."

- J. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- K. Use for Construction: Use only final submittals with mark indicating "No Further Action Required" taken by Engineer.

1.5 CONTRACTOR'S USE OF ENGINEER'S CAD FILES

- A. General: At Contractor's written request, copies of Engineer's CAD files will be provided to Contractor for Contractor's use in connection with Project, subject to the following conditions:
 - 1. Use in generating Building Management System Graphics

PART 2 - PRODUCTS

2.1 ACTION SUBMITTALS

- A. General: Prepare and submit Action Submittals required by individual Specification Sections.
 - 1. Submit electronic submittals directly to extranet specifically established for Project.
- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
 - 1. If information must be specially prepared for submittal because standard printed data are not suitable for use, submit as Shop Drawings, not as Product Data.
 - 2. Mark each copy of each submittal to show which products and options are applicable.
 - 3. Include the following information, as applicable:
 - a. Manufacturer's written recommendations.
 - b. Manufacturer's product specifications.
 - c. Manufacturer's installation instructions.
 - d. Standard color charts.
 - e. Manufacturer's catalog cuts.
 - f. Wiring diagrams showing factory-installed wiring.
 - g. Printed performance curves.
 - h. Operational range diagrams.
 - i. Mill reports.
 - j. Standard product operation and maintenance manuals.
 - k. Compliance with specified referenced standards.
 - l. Testing by recognized testing agency.
 - m. Application of testing agency labels and seals.
 - n. Notation of coordination requirements.
 - 4. Submit Product Data before or concurrent with Samples.
 - 5. Number of Copies: Submit three copies of Product Data, unless otherwise indicated. Engineer will return two copies. Mark up and retain one returned copy as a Project Record Document.

- C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. Dimensions.
 - b. Identification of products.
 - c. Fabrication and installation drawings.
 - d. Roughing-in and setting diagrams.
 - e. Wiring diagrams showing field-installed wiring, including power, signal, and control wiring.
 - f. Shopwork manufacturing instructions.
 - g. Templates and patterns.
 - h. Schedules.
 - i. Design calculations.
 - j. Compliance with specified standards.
 - k. Notation of coordination requirements.
 - l. Notation of dimensions established by field measurement.
 - m. Relationship to adjoining construction clearly indicated.
 - n. Seal and signature of professional engineer if specified.
 - o. Wiring Diagrams: Differentiate between manufacturer-installed and field-installed wiring.
 2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least **8-1/2 by 11 inches (215 by 280 mm)** but no larger than **30 by 40 inches (750 by 1000 mm)**.
 3. Number of Copies: Submit two opaque (bond) copies of each submittal. Engineer will return one copy.
 4. Number of Copies: Submit three opaque copies of each submittal, unless copies are required for operation and maintenance manuals. Submit five copies where copies are required for operation and maintenance manuals. Engineer will retain two copies; remainder will be returned. Mark up and retain one returned copy as a Project Record Drawing.
- D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.
1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
 2. Identification: Attach label on unexposed side of Samples that includes the following:
 - a. Generic description of Sample.
 - b. Product name and name of manufacturer.
 - c. Sample source.
 - d. Number and title of appropriate Specification Section.
 3. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.

- a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
 - b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
- 4. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
 - a. Number of Samples: Submit one full set(s) of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Engineer will return submittal with options selected.
- 5. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
 - a. Number of Samples: Submit three sets of Samples. Engineer will retain two Sample sets; remainder will be returned.
 - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
 - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.
- E. Product Schedule or List: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
 - 1. Type of product. Include unique identifier for each product.
 - 2. Number and name of room or space.
 - 3. Location within room or space.
 - 4. Number of Copies: Submit three copies of product schedule or list, unless otherwise indicated. Engineer will return two copies.
 - a. Mark up and retain one returned copy as a Project Record Document.
- F. Contractor's Construction Schedule: Comply with requirements specified in Division 1 Section "Construction Progress Documentation" for Owner's action.
- G. Submittals Schedule: Comply with requirements specified in Division 1 Section "Construction Progress Documentation."
- H. Application for Payment: Comply with requirements specified in Division 1 Section "Payment Procedures."

- I. Schedule of Values: Comply with requirements specified in Division 1 Section "Payment Procedures."
- J. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Use CSI Form 1.5A. Include the following information in tabular form:
 - 1. Name, address, and telephone number of entity performing subcontract or supplying products.
 - 2. Number and title of related Specification Section(s) covered by subcontract.
 - 3. Drawing number and detail references, as appropriate, covered by subcontract.
 - 4. Number of Copies: Submit three copies of subcontractor list, unless otherwise indicated. Engineer will return two copies.
 - a. Mark up and retain one returned copy as a Project Record Document.

2.2 INFORMATIONAL SUBMITTALS

- A. General: Prepare and submit Informational Submittals required by other Specification Sections.
 - 1. Number of Copies: Submit two copies of each submittal, unless otherwise indicated. Engineer will not return copies.
 - 2. Certificates and Certifications: Provide a notarized statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.
 - 3. Test and Inspection Reports: Comply with requirements specified in Division 1 Section "Quality Requirements."
- B. Coordination Drawings: Comply with requirements specified in Division 1 Section "Project Management and Coordination."
- C. Contractor's Construction Schedule: Comply with requirements specified in Division 1 Section "Construction Progress Documentation."
- D. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, names and addresses of Engineers and owners, and other information specified.
- E. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification (WPS) and Procedure Qualification Record (PQR) on AWS forms. Include names of firms and personnel certified.
- F. Installer Certificates: Prepare written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
- G. Manufacturer Certificates: Prepare written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.

- H. Product Certificates: Prepare written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
- I. Material Certificates: Prepare written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
- J. Material Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
- K. Product Test Reports: Prepare written reports indicating current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
- L. Research/Evaluation Reports: Prepare written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
 - 1. Name of evaluation organization.
 - 2. Date of evaluation.
 - 3. Time period when report is in effect.
 - 4. Product and manufacturers' names.
 - 5. Description of product.
 - 6. Test procedures and results.
 - 7. Limitations of use.
- M. Schedule of Tests and Inspections: Comply with requirements specified in Division 1 Section "Quality Requirements."
- N. Preconstruction Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
- O. Compatibility Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.
- P. Field Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
- Q. Maintenance Data: Prepare written and graphic instructions and procedures for operation and normal maintenance of products and equipment. Comply with requirements specified in Division 1 Section "Operation and Maintenance Data."
- R. Design Data: Prepare written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.

- S. Manufacturer's Instructions: Prepare written or published information that documents manufacturer's recommendations, guidelines, and procedures for installing or operating a product or equipment. Include name of product and name, address, and telephone number of manufacturer. Include the following, as applicable:
1. Preparation of substrates.
 2. Required substrate tolerances.
 3. Sequence of installation or erection.
 4. Required installation tolerances.
 5. Required adjustments.
 6. Recommendations for cleaning and protection.
- T. Manufacturer's Field Reports: Prepare written information documenting factory-authorized service representative's tests and inspections. Include the following, as applicable:
1. Name, address, and telephone number of factory-authorized service representative making report.
 2. Statement on condition of substrates and their acceptability for installation of product.
 3. Statement that products at Project site comply with requirements.
 4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
 5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
 6. Statement whether conditions, products, and installation will affect warranty.
 7. Other required items indicated in individual Specification Sections.
- U. Insurance Certificates and Bonds: Prepare written information indicating current status of insurance or bonding coverage. Include name of entity covered by insurance or bond, limits of coverage, amounts of deductibles, if any, and term of the coverage.
- V. Material Safety Data Sheets (MSDSs): Submit information directly to Owner; do not submit to Engineer.
1. Engineer will not review submittals that include MSDSs and will return the entire submittal for resubmittal.

2.3 DELEGATED DESIGN

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Engineer.
- B. Delegated-Design Submittal: In addition to Shop Drawings, Product Data, and other required submittals, submit three copies of a statement, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.

1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Engineer.
- B. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 ENGINEER'S / ACTION

- A. General: Engineer will not review submittals that do not bear Contractor's approval stamp and will return them without action.
- B. Action Submittals: Engineer will review each submittal, make marks to indicate corrections or modifications required, and return it. Engineer will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action taken, as follows:
- C. Informational Submittals: Engineer will review each submittal and will not return it, or will return it if it does not comply with requirements. Engineer will forward each submittal to appropriate party.
- D. Partial submittals are not acceptable, will be considered nonresponsive, and will be returned without review.
- E. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION 01330

SECTION 01600 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; product substitutions; and comparable products.
- B. Related Sections include the following:
 - 1. Division 1 Section "Allowances" for products selected under an allowance.
 - 2. Division 1 Section "Alternates" for products selected under an alternate.
 - 3. Division 1 Section "References" for applicable industry standards for products specified.
 - 4. Division 1 Section "Closeout Procedures" for submitting warranties for Contract closeout.
 - 5. Divisions 2 through 16 Sections for specific requirements for warranties on products and installations specified to be warranted.

1.3 DEFINITIONS

- A. Products: Items purchased for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
 - 1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature, that is current as of date of the Contract Documents.
 - 2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
 - 3. Comparable Product: Product that is demonstrated and approved through submittal process, or where indicated as a product substitution, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
- B. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
- C. Basis-of-Design Product Specification: Where a specific manufacturer's product is named and accompanied by the words "basis of design," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service

performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of other named manufacturers.

1.4 SUBMITTALS

- A. Product List: Submit a list, in tabular form, showing specified products. Include generic names of products required. Include manufacturer's name and proprietary product names for each product.
1. Coordinate product list with Contractor's Construction Schedule and the Submittals Schedule.
 2. Form: Tabulate information for each product under the following column headings:
 - a. Specification Section number and title.
 - b. Generic name used in the Contract Documents.
 - c. Proprietary name, model number, and similar designations.
 - d. Manufacturer's name and address.
 - e. Supplier's name and address.
 - f. Installer's name and address.
 - g. Projected delivery date or time span of delivery period.
 - h. Identification of items that require early submittal approval for scheduled delivery date.
 3. Initial Submittal: Within 30 days after date of commencement of the Work, submit 3 copies of initial product list. Include a written explanation for omissions of data and for variations from Contract requirements.
 - a. At Contractor's option, initial submittal may be limited to product selections and designations that must be established early in Contract period.
 4. Completed List: Within 30 days after date of commencement of the Work, submit 3 copies of completed product list. Include a written explanation for omissions of data and for variations from Contract requirements.
 5. Engineer's Action: Engineer will respond in writing to Contractor within 10 days of receipt of completed product list. Engineer's response will include a list of unacceptable product selections and a brief explanation of reasons for this action. Engineer's response, or lack of response, does not constitute a waiver of requirement to comply with the Contract Documents.
- B. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
1. Substitution Request Form: Use CSI Form 13.1A.
 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified material or product cannot be provided.
 - b. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.

- c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
 - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
 - e. Samples, where applicable or requested.
 - f. List of similar installations for completed projects with project names and addresses and names and addresses of Engineers and owners.
 - g. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
 - h. Research/evaluation reports evidencing compliance with building code in effect for Project, from a model code organization acceptable to authorities having jurisdiction.
 - i. Detailed comparison of Contractor's Construction Schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating lack of availability or delays in delivery.
 - j. Cost information, including a proposal of change, if any, in the Contract Sum.
 - k. Contractor's certification that proposed substitution complies with requirements in the Contract Documents and is appropriate for applications indicated.
 - l. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
- 3. Engineer's Action: If necessary, Engineer will request additional information or documentation for evaluation within 7 days of receipt of a request for substitution. Engineer will notify Contractor of acceptance or rejection of proposed substitution within 10 days of receipt of request, or 7 days of receipt of additional information or documentation, whichever is later.
 - a. Form of Acceptance: Change Order.
 - b. Use product specified if Engineer cannot make a decision on use of a proposed substitution within time allocated.
- C. Comparable Product Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
 - 1. Engineer's Action: If necessary, Engineer will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Engineer will notify Contractor of approval or rejection of proposed comparable product request within 15 days of receipt of request, or 7 days of receipt of additional information or documentation, whichever is later.
 - a. Form of Approval: As specified in Division 1 Section "Submittal Procedures."
 - b. Use product specified if Engineer cannot make a decision on use of a comparable product request within time allocated.
- D. Basis-of-Design Product Specification Submittal: Comply with requirements in Division 1 Section "Submittal Procedures." Show compliance with requirements.

1.5 QUALITY ASSURANCE

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, product selected shall be compatible with products previously selected, even if previously selected products were also options.
 - 1. Each contractor is responsible for providing products and construction methods compatible with products and construction methods of other contractors.
 - 2. If a dispute arises between contractors over concurrently selectable but incompatible products, Engineer will determine which products shall be used.

1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft. Comply with manufacturer's written instructions.
- B. Delivery and Handling:
 - 1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
 - 2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
 - 3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
 - 4. Inspect products on delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected.
- C. Storage:
 - 1. Store products to allow for inspection and measurement of quantity or counting of units.
 - 2. Store materials in a manner that will not endanger Project structure.
 - 3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
 - 4. Store cementitious products and materials on elevated platforms.
 - 5. Store foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
 - 6. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
 - 7. Protect stored products from damage and liquids from freezing.
 - 8. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

1.7 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.

1. Manufacturer's Warranty: Preprinted written warranty published by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
 2. Special Warranty: Written warranty required by or incorporated into the Contract Documents, either to extend time limit provided by manufacturer's warranty or to provide more rights for Owner.
- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution. Submit a draft for approval before final execution.
1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
 2. Specified Form: When specified forms are included with the Specifications, prepare a written document using appropriate form properly executed.
 3. Refer to Divisions 2 through 16 Sections for specific content requirements and particular requirements for submitting special warranties.
- C. Submittal Time: Comply with requirements in Division 1 Section "Closeout Procedures."

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, that are new at time of installation.
1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
 2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
 3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
 4. Where products are accompanied by the term "as selected," Engineer will make selection.
 5. Where products are accompanied by the term "match sample," sample to be matched is Engineer's.
 6. Descriptive, performance, and reference standard requirements in the Specifications establish "salient characteristics" of products.
 7. Or Equal: Where products are specified by name and accompanied by the term "or equal" or "or approved equal" or "or approved," comply with provisions in Part 2 "Comparable Products" Article to obtain approval for use of an unnamed product.
- B. Product Selection Procedures:
1. Product: Where Specifications name a single product and manufacturer, provide the named product that complies with requirements.
 2. Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements.
 3. Products: Where Specifications include a list of names of both products and manufacturers, provide one of the products listed that complies with requirements.

4. Manufacturers: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements.
5. Available Products: Where Specifications include a list of names of both products and manufacturers, provide one of the products listed, or an unnamed product, that complies with requirements. Comply with provisions in Part 2 "Comparable Products" Article for consideration of an unnamed product.
6. Available Manufacturers: Where Specifications include a list of manufacturers, provide a product by one of the manufacturers listed, or an unnamed manufacturer, that complies with requirements. Comply with provisions in Part 2 "Comparable Products" Article for consideration of an unnamed product.
7. Product Options: Where Specifications indicate that sizes, profiles, and dimensional requirements on Drawings are based on a specific product or system, provide the specified product or system. Comply with provisions in Part 2 "Product Substitutions" Article for consideration of an unnamed product or system.
8. Basis-of-Design Product: Where Specifications name a product and include a list of manufacturers, provide the specified product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with provisions in Part 2 "Comparable Products" Article for consideration of an unnamed product by the other named manufacturers.
9. Visual Matching Specification: Where Specifications require matching an established Sample, select a product that complies with requirements and matches Engineer's sample. Engineer's decision will be final on whether a proposed product matches.
 - a. If no product available within specified category matches and complies with other specified requirements, comply with provisions in Part 2 "Product Substitutions" Article for proposal of product.
10. Visual Selection Specification: Where Specifications include the phrase "as selected from manufacturer's colors, patterns, textures" or a similar phrase, select a product that complies with other specified requirements.
 - a. Standard Range: Where Specifications include the phrase "standard range of colors, patterns, textures" or similar phrase, Engineer will select color, pattern, density, or texture from manufacturer's product line that does not include premium items.
 - b. Full Range: Where Specifications include the phrase "full range of colors, patterns, textures" or similar phrase, Engineer will select color, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

2.2 PRODUCT SUBSTITUTIONS

- A. Timing: Engineer will consider requests for substitution if received within 15 days after the Notice to Proceed. Requests received after that time may be considered or rejected at discretion of Engineer.
- B. Conditions: Engineer will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Engineer will return requests without action, except to record noncompliance with these requirements:

1. Requested substitution offers Owner a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Engineer for redesign and evaluation services, increased cost of other construction by Owner, and similar considerations.
2. Requested substitution does not require extensive revisions to the Contract Documents.
3. Requested substitution is consistent with the Contract Documents and will produce indicated results.
4. Substitution request is fully documented and properly submitted.
5. Requested substitution will not adversely affect Contractor's Construction Schedule.
6. Requested substitution has received necessary approvals of authorities having jurisdiction.
7. Requested substitution is compatible with other portions of the Work.
8. Requested substitution has been coordinated with other portions of the Work.
9. Requested substitution provides specified warranty.
10. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

2.3 COMPARABLE PRODUCTS

- A. Conditions: Engineer will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Engineer will return requests without action, except to record noncompliance with these requirements:
1. Evidence that the proposed product does not require extensive revisions to the Contract Documents, that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
 2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
 3. Evidence that proposed product provides specified warranty.
 4. List of similar installations for completed projects with project names and addresses and names and addresses of Engineers and owners, if requested.
 5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 01600

SECTION 01731 - CUTTING AND PATCHING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes procedural requirements for cutting and patching.
- B. Related Sections include the following:
 - 1. Division 1 Section "Selective Demolition" for demolition of selected portions of the building.
 - 2. Divisions 2 through 16 Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.

1.3 DEFINITIONS

- A. Cutting: Removal of in-place construction necessary to permit installation or performance of other Work.
- B. Patching: Fitting and repair work required to restore surfaces to original conditions after installation of other Work.

1.4 SUBMITTALS

- A. Cutting and Patching Proposal: Submit a proposal describing procedures at least 10 days before the time cutting and patching will be performed, requesting approval to proceed. Include the following information:
 - 1. Extent: Describe cutting and patching, show how they will be performed, and indicate why they cannot be avoided.
 - 2. Changes to In-Place Construction: Describe anticipated results. Include changes to structural elements and operating components as well as changes in building's appearance and other significant visual elements.
 - 3. Products: List products to be used and firms or entities that will perform the Work.
 - 4. Dates: Indicate when cutting and patching will be performed.
 - 5. Utility Services and Mechanical/Electrical Systems: List services/systems that cutting and patching procedures will disturb or affect. List services/systems that will be relocated and those that will be temporarily out of service. Indicate how long services/systems will be disrupted.

6. Structural Elements: Where cutting and patching involve adding reinforcement to structural elements, submit details and engineering calculations showing integration of reinforcement with original structure.
7. Owner Approval: Obtain approval of cutting and patching proposal before cutting and patching. Approval does not waive right to later require removal and replacement of unsatisfactory work.

1.5 QUALITY ASSURANCE

- A. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio.
- B. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that result in increased maintenance or decreased operational life or safety. Operating elements include the following:
 1. Primary operational systems and equipment.
 2. Air or smoke barriers.
 3. Fire-suppression systems.
 4. Mechanical systems piping and ducts.
 5. Control systems.
 6. Communication systems.
 7. Conveying systems.
 8. Electrical wiring systems.
- C. Miscellaneous Elements: Do not cut and patch miscellaneous elements or related components in a manner that could change their load-carrying capacity that results in reducing their capacity to perform as intended, or that result in increased maintenance or decreased operational life or safety. Miscellaneous elements include the following:
 1. Water, moisture, or vapor barriers.
 2. Membranes and flashings.
 3. Exterior curtain-wall construction.
 4. Equipment supports.
 5. Piping, ductwork, vessels, and equipment.
 6. Noise- and vibration-control elements and systems.
- D. Visual Requirements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch construction exposed on the exterior or in occupied spaces in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
- E. Cutting and Patching Conference: Before proceeding, meet at Project site with parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.

1.6 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during cutting and patching operations, by methods and with materials so as not to void existing warranties.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections.
- B. In-Place Materials: Use materials identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
 - 1. If identical materials are unavailable or cannot be used, use materials that, when installed, will match the visual and functional performance of in-place materials.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine surfaces to be cut and patched and conditions under which cutting and patching are to be performed.
 - 1. Compatibility: Before patching, verify compatibility with and suitability of substrates, including compatibility with in-place finishes or primers.
 - 2. Proceed with installation only after unsafe or unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Temporary Support: Provide temporary support of Work to be cut.
- B. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- C. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.
- D. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.

3.3 PERFORMANCE

- A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
 - 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
 - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots as small as possible, neatly to size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 - 2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 - 3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 - 4. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
 - 5. Proceed with patching after construction operations requiring cutting are complete.
- C. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as invisible as possible. Provide materials and comply with installation requirements specified in other Sections.
 - 1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate integrity of installation.
 - 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.
 - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
 - b. Restore damaged pipe covering to its original condition.
 - 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
 - a. Where patching occurs in a painted surface, apply primer and intermediate paint coats over the patch and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.

4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
 5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition.
- D. Cleaning: Clean areas and spaces where cutting and patching are performed. Completely remove paint, mortar, oils, putty, and similar materials.

END OF SECTION 01731

SECTION 01732 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
 - 1. Demolition and removal of selected portions of building or structure.
 - 2. Demolition and removal of selected site elements.
 - 3. Salvage of existing items to be reused or recycled.
- B. Related Sections include the following:
 - 1. Division 1 Section "Summary" for use of premises and Owner-occupancy requirements.
 - 2. Division 1 Section "Temporary Facilities and Controls" for temporary construction and environmental-protection measures for selective demolition operations.
 - 3. Division 1 Section "Construction Waste Management" for disposal of demolished materials.
 - 4. Division 1 Section "Cutting and Patching" for cutting and patching procedures.
 - 5. Division 2 Section "Building Demolition" for demolition of entire buildings, structures, and site improvements.

1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and legally dispose of them off-site, unless indicated to be removed and salvaged or removed and reinstalled.
- B. Remove and Salvage: Detach items from existing construction and deliver them to Owner ready for reuse.
- C. Remove and Reinstall: Detach items from existing construction, prepare them for reuse, and reinstall them where indicated.
- D. Existing to Remain: Existing items of construction that are not to be removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

1.4 MATERIALS OWNERSHIP

- A. Historic items, relics, and similar objects including, but not limited to, cornerstones and their contents, commemorative plaques and tablets, antiques, and other items of interest or value to Owner that may be encountered during selective demolition remain Owner's property. Carefully

remove and salvage each item or object in a manner to prevent damage and deliver promptly to Owner.

1. Coordinate with Owner's archaeologist, who will establish special procedures for removal and salvage.

1.5 SUBMITTALS

- A. Qualification Data: For demolition firm.
- B. Schedule of Selective Demolition Activities: Indicate the following:
 1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity. Ensure Owner's building manager's and other tenants' on-site operations are uninterrupted.
 2. Interruption of utility services. Indicate how long utility services will be interrupted.
 3. Coordination for shutoff, capping, and continuation of utility services.
 4. Use of elevator and stairs.
 5. Locations of proposed dust- and noise-control temporary partitions and means of egress, including for other tenants affected by selective demolition operations.
 6. Coordination of Owner's continuing occupancy of portions of existing building and of Owner's partial occupancy of completed Work.
 7. Means of protection for items to remain and items in path of waste removal from building.
- C. Inventory: After selective demolition is complete, submit a list of items that have been removed and salvaged.

1.6 QUALITY ASSURANCE

- A. Demolition Firm Qualifications: An experienced firm that has specialized in demolition work similar in material and extent to that indicated for this Project.
- B. Refrigerant Recovery Technician Qualifications: Certified by an EPA-approved certification program.
- C. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- D. Standards: Comply with ANSI A10.6 and NFPA 241.
- E. Predemolition Conference: Conduct conference at Project site to comply with requirements in Division 1 Section "Project Management and Coordination."
- F. Predemolition Conference: Conduct conference at Project site to comply with requirements in Division 1 Section "Project Management and Coordination." Review methods and procedures related to selective demolition including, but not limited to, the following:
 1. Inspect and discuss condition of construction to be selectively demolished.
 2. Review structural load limitations of existing structure.

3. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
4. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.
5. Review areas where existing construction is to remain and requires protection.

1.7 PROJECT CONDITIONS

- A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
 1. Comply with requirements specified in Division 1 Section "Summary."
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
 1. Before selective demolition, Owner will remove the following items:
 - a. Devices that the Owner may want to save.
- C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- D. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.
 1. Hazardous materials will be removed by Owner before start of the Work or have been removed by Owner under a separate contract.
 2. If materials suspected of containing hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Owner will remove hazardous materials under a separate contract.
- E. Hazardous Materials: It is unknown whether hazardous materials will be encountered in the Work.
 1. If materials suspected of containing hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Owner will remove hazardous materials under a separate contract.
- F. Hazardous Materials: Hazardous materials are present in construction to be selectively demolished. A report on the presence of hazardous materials is on file for review and use. Examine report to become aware of locations where hazardous materials are present.
 1. Hazardous material remediation is specified elsewhere in the Contract Documents.
 2. Do not disturb hazardous materials or items suspected of containing hazardous materials except under procedures specified elsewhere in the Contract Documents.
- G. Storage or sale of removed items or materials on-site is not permitted.
- H. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.

1. Maintain fire-protection facilities in service during selective demolition operations.

1.8 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials so as not to void existing warranties.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped.
- B. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.
- C. Inventory and record the condition of items to be removed and reinstalled and items to be removed and salvaged.
- D. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Architect.
- E. Engage a professional engineer to survey condition of building to determine whether removing any element might result in structural deficiency or unplanned collapse of any portion of structure or adjacent structures during selective demolition operations.
- F. Survey of Existing Conditions: Record existing conditions by use of preconstruction photographs.
 1. Before selective demolition or removal of existing building elements that will be reproduced or duplicated in final Work, make permanent record of measurements, materials, and construction details required to make exact reproduction.
- G. Perform surveys as the Work progresses to detect hazards resulting from selective demolition activities.

3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

- A. Existing Services/Systems: Maintain services/systems indicated to remain and protect them against damage during selective demolition operations.
 1. Comply with requirements for existing services/systems interruptions specified in Division 1 Section "Summary."

- B. Service/System Requirements: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.
 - 1. Owner will arrange to shut off indicated services/systems when requested by Contractor.
 - 2. Arrange to shut off indicated utilities with utility companies.
 - 3. If services/systems are required to be removed, relocated, or abandoned, before proceeding with selective demolition provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.
 - 4. Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit after bypassing.
 - a. Where entire wall is to be removed, existing services/systems may be removed with removal of the wall.

3.3 PREPARATION

- A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
 - 1. Comply with requirements for access and protection specified in Division 1 Section "Temporary Facilities and Controls."
- B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
 - 1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
 - 2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.
 - 3. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
 - 4. Cover and protect furniture, furnishings, and equipment that have not been removed.
 - 5. Comply with requirements for temporary enclosures, dust control, heating, and cooling specified in Division 1 Section "Temporary Facilities and Controls."
- C. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
 - 1. Strengthen or add new supports when required during progress of selective demolition.

3.4 SELECTIVE DEMOLITION, GENERAL

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:

1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.
2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain fire watch and portable fire-suppression devices during flame-cutting operations.
5. Maintain adequate ventilation when using cutting torches.
6. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
7. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
8. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
9. Dispose of demolished items and materials promptly.

B. Removed and Salvaged Items:

1. Clean salvaged items.
2. Pack or crate items after cleaning. Identify contents of containers.
3. Store items in a secure area until delivery to Owner.
4. Transport items to Owner's storage area on-site.
5. Protect items from damage during transport and storage.

C. Removed and Reinstalled Items:

1. Clean and repair items to functional condition adequate for intended reuse. Paint equipment to match new equipment.
2. Pack or crate items after cleaning and repairing. Identify contents of containers.
3. Protect items from damage during transport and storage.
4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

- D. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition[**and cleaned**] and reinstalled in their original locations after selective demolition operations are complete.

3.5 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

- A. Concrete: Demolish in small sections. Cut concrete to a depth of at least **3/4 inch (19 mm)** at junctures with construction to remain, using power-driven saw. Dislodge concrete from reinforcement at perimeter of areas being demolished, cut reinforcement, and then remove

remainder of concrete indicated for selective demolition. Neatly trim openings to dimensions indicated.

- B. Concrete: Demolish in sections. Cut concrete full depth at junctures with construction to remain and at regular intervals, using power-driven saw, then remove concrete between saw cuts.
- C. Masonry: Demolish in small sections. Cut masonry at junctures with construction to remain, using power-driven saw, then remove masonry between saw cuts.
- D. Concrete Slabs-on-Grade: Saw-cut perimeter of area to be demolished, then break up and remove.
- E. Resilient Floor Coverings: Remove floor coverings and adhesive according to recommendations in RFCI-WP and its Addendum.
 - 1. Remove residual adhesive and prepare substrate for new floor coverings by one of the methods recommended by RFCI.
- F. Roofing: Remove no more existing roofing than can be covered in one day by new roofing and so that building interior remains watertight and weathertight.
 - 1. Remove and replace existing roof membrane, flashings, copings, and roof accessories required to install new HVAC equipment..
- G. Air-Conditioning Equipment: Remove equipment without releasing refrigerants.

3.6 DISPOSAL OF DEMOLISHED MATERIALS

- A. General: Except for items or materials indicated to be recycled, reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site and legally dispose of them in an EPA-approved landfill.
 - 1. Do not allow demolished materials to accumulate on-site.
 - 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
 - 3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
- B. Burning: Do not burn demolished materials.
- C. Disposal: Transport demolished materials and dispose of at designated spoil areas on Owner's property.
- D. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

3.7 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

END OF SECTION 01732

SECTION 01770 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
 - 1. Inspection procedures.
 - 2. Warranties.
 - 3. Final cleaning.
- B. Related Sections include the following:
 - 1. Division 1 Section "Payment Procedures" for requirements for Applications for Payment for Substantial and Final Completion.
 - 2. Division 1 Section "Photographic Documentation" for submitting Final Completion construction photographs and negatives.
 - 3. Division 1 Section "Execution Requirements" for progress cleaning of Project site.
 - 4. Division 1 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
 - 5. Division 1 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
 - 6. Division 1 Section "Demonstration and Training" for requirements for instructing Owner's personnel.
 - 7. Divisions 2 through 16 Sections for specific closeout and special cleaning requirements for the Work in those Sections.

1.3 SUBSTANTIAL COMPLETION

- A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, complete the following. List items below that are incomplete in request.
 - 1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
 - 2. Advise Owner of pending insurance changeover requirements.
 - 3. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
 - 4. Obtain and submit releases permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.

5. Prepare and submit Project Record Documents, operation and maintenance manuals, Final Completion construction photographs, damage or settlement surveys, property surveys, and similar final record information.
 6. Deliver tools, spare parts, extra materials, and similar items to location designated by Owner. Label with manufacturer's name and model number where applicable.
 7. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
 8. Complete startup testing of systems.
 9. Submit test/adjust/balance records.
 10. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
 11. Advise Owner of changeover in heat and other utilities.
 12. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
 13. Complete final cleaning requirements, including touchup painting.
 14. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.
- B. Inspection: Submit a written request for inspection for Substantial Completion. On receipt of request, Engineer and Owner will either proceed with inspection or notify Contractor of unfulfilled requirements. Engineer will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Engineer, that must be completed or corrected before certificate will be issued.
1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
 2. Results of completed inspection will form the basis of requirements for Final Completion.

1.4 FINAL COMPLETION

- A. Preliminary Procedures: Before requesting final inspection for determining date of Final Completion, complete the following:
1. Submit a final Application for Payment according to Division 1 Section "Payment Procedures."
 2. Submit certified copy of Engineer's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Engineer. The certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
 3. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
 4. Submit pest-control final inspection report and warranty.
 5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.
- B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Engineer and Owner will either proceed with inspection or notify Contractor of unfulfilled requirements. Engineer will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.
1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.5 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. Preparation: Submit three copies of list. Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.
 - 1. Organize list of spaces in sequential order,.
 - 2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
 - 3. Include the following information at the top of each page:
 - a. Project name.
 - b. Date.
 - c. Name of Engineer.
 - d. Name of Contractor.
 - e. Page number.

1.6 WARRANTIES

- A. Submittal Time: Submit written warranties on request of Engineer for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated.
- B. Partial Occupancy: Submit properly executed warranties within 15 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.
- C. Organize warranty documents into an orderly sequence based on the table of contents of the Project Manual.
 - 1. Bind warranties and bonds in heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive **8-1/2-by-11-inch (215-by-280-mm)** paper.
 - 2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
 - 3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.
- D. Provide additional copies of each warranty to include in operation and maintenance manuals.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

PART 3 - EXECUTION

3.1 FINAL CLEANING

- A. General: Provide final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
 - 1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a portion of Project:
 - a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
 - b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
 - c. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
 - d. Remove tools, construction equipment, machinery, and surplus material from Project site.
 - e. Remove snow and ice to provide safe access to building.
 - f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
 - g. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
 - h. Sweep concrete floors broom clean in unoccupied spaces.
 - i. Vacuum carpet and similar soft surfaces, removing debris and excess nap; shampoo if visible soil or stains remain.
 - j. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials. Polish mirrors and glass, taking care not to scratch surfaces.
 - k. Remove labels that are not permanent.
 - l. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.
 - 1) Do not paint over "UL" and similar labels, including mechanical and electrical nameplates.
 - m. Wipe surfaces of mechanical and electrical equipment and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
 - n. Replace parts subject to unusual operating conditions.
 - o. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.

- p. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
 - q. Clean ducts, blowers, and coils if units were operated without filters during construction.
 - r. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency. Replace burned-out bulbs, and those noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.
 - s. Leave Project clean and ready for occupancy.
- C. Pest Control: Engage an experienced, licensed exterminator to make a final inspection and rid Project of rodents, insects, and other pests. Prepare a report.
- D. Comply with safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on Owner's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from Project site and dispose of lawfully.

END OF SECTION 01770

SECTION 01781 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for Project Record Documents, including the following:
 - 1. Record Drawings.
 - 2. Record Specifications.
 - 3. Record Product Data.
- B. Related Sections include the following:
 - 1. Division 1 Section "Summary of Multiple Contracts" for coordinating Project Record Documents covering the Work of multiple contracts.
 - 2. Division 1 Section "Closeout Procedures" for general closeout procedures.
 - 3. Division 1 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
 - 4. Divisions 2 through 16 Sections for specific requirements for Project Record Documents of the Work in those Sections.

1.3 SUBMITTALS

- A. Record Drawings: Comply with the following:
 - 1. Number of Copies: Submit one set(s) of marked-up Record Prints.
 - 2. Number of Copies: Submit copies of Record Drawings as follows:
 - a. Initial Submittal: Submit one set(s) of plots from corrected Record CAD Drawings and one set(s) of marked-up Record Prints. Engineer will initial and date each plot and mark whether general scope of changes, additional information recorded, and quality of drafting are acceptable. Engineer will return plots and prints for organizing into sets, printing, binding, and final submittal.
 - b. Final Submittal: Submit one set(s) of marked-up Record Prints, one set(s) of Record Transparencies, and three copies printed from Record Transparencies. Print each Drawing, whether or not changes and additional information were recorded.
 - c. Final Submittal: Submit one set(s) of marked-up Record Prints, one set(s) of Record CAD Drawing files, one set(s) of Record CAD Drawing plots, and three copies printed from record plots. Plot and print each Drawing, whether or not changes and additional information were recorded.

1) Electronic Media: CD-R.

- B. Record Specifications: Submit one copy of Project's Specifications, including addenda and contract modifications.
- C. Record Product Data: Submit one copy of each Product Data submittal.
 - 1. Where Record Product Data is required as part of operation and maintenance manuals, submit marked-up Product Data as an insert in manual instead of submittal as Record Product Data.

PART 2 - PRODUCTS

2.1 RECORD DRAWINGS

- A. Record Prints: Maintain one set of blue- or black-line white prints of the Contract Drawings and Shop Drawings.
 - 1. Preparation: Mark Record Prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to prepare the marked-up Record Prints.
 - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
 - b. Accurately record information in an understandable drawing technique.
 - c. Record data as soon as possible after obtaining it. Record and check the markup before enclosing concealed installations.
 - 2. Content: Types of items requiring marking include, but are not limited to, the following:
 - a. Dimensional changes to Drawings.
 - b. Revisions to details shown on Drawings.
 - c. Depths of foundations below first floor.
 - d. Locations and depths of underground utilities.
 - e. Revisions to routing of piping and conduits.
 - f. Revisions to electrical circuitry.
 - g. Actual equipment locations.
 - h. Duct size and routing.
 - i. Locations of concealed internal utilities.
 - j. Changes made by Change Order or Work Change Directive.
 - k. Changes made following Engineer's written orders.
 - l. Details not on the original Contract Drawings.
 - m. Field records for variable and concealed conditions.
 - n. Record information on the Work that is shown only schematically.
 - 3. Mark the Contract Drawings or Shop Drawings, whichever is most capable of showing actual physical conditions, completely and accurately. If Shop Drawings are marked, show cross-reference on the Contract Drawings.
 - 4. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.

5. Mark important additional information that was either shown schematically or omitted from original Drawings.
 6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.
- B. Record Transparencies: Immediately before inspection for Certificate of Substantial Completion, review marked-up Record Prints with Engineer. When authorized, prepare a full set of corrected transparencies of the Contract Drawings and Shop Drawings.
1. Incorporate changes and additional information previously marked on Record Prints. Erase, redraw, and add details and notations where applicable.
 2. Refer instances of uncertainty to Engineer for resolution.
 3. Owner will furnish Contractor one set of transparencies of the Contract Drawings for use in recording information.
 4. Print the Contract Drawings and Shop Drawings for use as Record Transparencies. Engineer will make the Contract Drawings available to Contractor's print shop.
- C. Record CAD Drawings: Immediately before inspection for Certificate of Substantial Completion, review marked-up Record Prints with Engineer. When authorized, prepare a full set of corrected CAD Drawings of the Contract Drawings, as follows:
1. Format: Same CAD program, version, and operating system as the original Contract Drawings.
 2. Format: DWG, Version (latest), operating in Microsoft Windows operating system.
 3. Incorporate changes and additional information previously marked on Record Prints. Delete, redraw, and add details and notations where applicable.
 4. Refer instances of uncertainty to Engineer for resolution.
 5. Engineer will furnish Contractor one set of CAD Drawings of the Contract Drawings for use in recording information.
 - a. Engineer makes no representations as to the accuracy or completeness of CAD Drawings as they relate to the Contract Drawings.
 - b. CAD Software Program: The Contract Drawings are available in AutoCAD.
- D. Newly Prepared Record Drawings: Prepare new Drawings instead of preparing Record Drawings where Engineer determines that neither the original Contract Drawings nor Shop Drawings are suitable to show actual installation.
1. New Drawings may be required when a Change Order is issued as a result of accepting an alternate, substitution, or other modification.
 2. Consult Engineer for proper scale and scope of detailing and notations required to record the actual physical installation and its relation to other construction. Integrate newly prepared Record Drawings into Record Drawing sets; comply with procedures for formatting, organizing, copying, binding, and submitting.
- E. Format: Identify and date each Record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
1. Record Prints: Organize Record Prints and newly prepared Record Drawings into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
 2. Record Transparencies: Organize into unbound sets matching Record Prints. Place transparencies in durable tube-type drawing containers with end caps. Mark end cap of

- each container with identification. If container does not include a complete set, identify Drawings included.
3. Record CAD Drawings: Organize CAD information into separate electronic files that correspond to each sheet of the Contract Drawings. Name each file with the sheet identification. Include identification in each CAD file.
 4. Identification: As follows:
 - a. Project name.
 - b. Date.
 - c. Designation "PROJECT RECORD DRAWINGS."
 - d. Name of Engineer.
 - e. Name of Contractor.

2.2 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
 1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
 2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
 3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
 4. For each principal product, indicate whether Record Product Data has been submitted in operation and maintenance manuals instead of submitted as Record Product Data.
 5. Note related Change Orders, Record Product Data, and Record Drawings where applicable.

2.3 RECORD PRODUCT DATA

- A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
 1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
 2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
 3. Note related Change Orders, Record Specifications, and Record Drawings where applicable.

2.4 MISCELLANEOUS RECORD SUBMITTALS

- A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

PART 3 - EXECUTION

3.1 RECORDING AND MAINTENANCE

- A. Recording: Maintain one copy of each submittal during the construction period for Project Record Document purposes. Post changes and modifications to Project Record Documents as they occur; do not wait until the end of Project.
- B. Maintenance of Record Documents and Samples: Store Record Documents and Samples in the field office apart from the Contract Documents used for construction. Do not use Project Record Documents for construction purposes. Maintain Record Documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to Project Record Documents for Engineer's reference during normal working hours.

END OF SECTION 01781

SECTION 15010 - BASIC MECHANICAL REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this and the other sections of Division 15.
- B. This section applies to all Division 15 specification sections.

1.2 SUMMARY

- A. This Section includes general administrative and procedural requirements for mechanical installations. The following administrative and procedural requirements are included in this Section to expand the requirements specified in Division 1:
 - 1. Submittals.
 - 2. Coordination drawings.
 - 3. Record documents.
 - 4. Rough-ins.
 - 5. Mechanical installations.
 - 6. Cutting and patching.
- B. Related Sections: The following sections contain requirements that relate to this section:
 - 1. Division 15 Section "BASIC MECHANICAL MATERIALS AND METHODS," for materials and methods common to the remainder of Division 15, plus general related specifications including:
 - a. Access to mechanical installations.
 - b. Excavation for mechanical installations within the building boundaries, and from building to utilities connections.

1.3 GOVERNING REGULATIONS AND AUTHORITIES

- A. Regulations include laws, ordinances, codes, statutes, and lawful orders issued by authorities having jurisdiction, as well as rules, conventions, and agreements within the construction industry that control performance of the work, govern the execution of the work embodied in the contract documents, and the interpretation of the contract documents.
- B. Applicable codes and documents to this project are, but not limited to, the following:
 - 1. 2003 International Building Code - (with Utah amendments)
 - 2. 2003 International Mechanical Code - (with Utah amendments)
 - 3. 2003 International Plumbing Code - (with Utah amendments)
 - 4. 2003 International Energy Conservation Code.
 - 5. National Electrical Code - current edition

1.4 SUBMITTALS

- A. General: Follow the procedures specified in Division 1 Section "SUBMITTALS", and as outlined below.

1. By description, catalog number and manufacturer's name standards of quality have been established for certain manufactured equipment items and specialties which are to be furnished by this Division. Substitute products of equal or better quality may only be proposed for use if specifically named in the specifications or given written approval prior to bidding. Requests for substitution shall be made in accordance with the General Provisions.
2. Within 45 days after the date of award of contract, and before commencement of work, a complete schedule of all equipment and materials proposed for installation shall be submitted.
3. Submittal data for Division 15 shall be submitted arranged in a three-ring binder. Binder shall have a complete index with equipment listed in the same sequence as the sections in the specifications. Identify the equipment submitted with drawings, schedule number, and specification paragraph number.
4. Submittals shall include, but not be limited to the following:
 - a. Scheduled Equipment Items
 - b. Vibration Elimination Devices
 - c. Seismic Restraint System
 - d. Valves
 - e. Insulation
 - f. Registers, Grilles, and Diffusers
 - g. Automatic Temperature Controls
 - h. Certificates of Guarantee
5. Description of equipment shall include sizes, capacities, operating characteristics, brand names, motor horsepower, accessories, materials gauges, manufacturer's maintenance instructions and other pertinent information required to establish quality of the products. List on the front of catalogs the page number referring to submitted items. Underline applicable data on the indicated pages. Where proposed equipment size varies from equipment first named, Contractor shall specifically call Architect's attention to that fact in writing at the time of submission of data.
6. All submittal data shall be turned over to the Architect at one time. No consideration will be given to partial submittals.
7. After engineering review, the Contractor may proceed to place an order for such item of equipment. However, actual fabrication by manufacturer may not commence until complete and accurate shop drawings have been submitted to Architect and have received his reviewed stamp and signature.
8. A copy of the complete contract specification for the item, including motor requirements and any specific details of construction, shown on the drawings shall be sent to the factory furnishing such item, at the time the order is placed to avoid unnecessary errors.
9. The Contractor should protect himself with the supplier of alternate named equipment. Should Contractor submit on any item of equipment other than first named equipment in the specification and if alternate equipment is rejected or disapproved by the Architect for any of the reasons stated above, the Contractor shall be required to resubmit on first named equipment.
10. All items other than first named specified equipment shall show and state all exceptions and deviations taken and shall include design calculations.
11. The Contractor shall review the submittals prior to submission to make sure that submittals are complete in all details. Contractor shall verify equipment dimensions to fit the spaces provided with sufficient clearance for servicing the equipment. Submittals will not be reviewed which do not bear the Contractor's notation that such checking has been made.

12. Equipment submittal shall show the proper arrangements to suit installation and maintenance such as motor location, access doors, filter removal, piping connections, etc.
 13. Equipment submittal sheets shall be clearly marked indicating equipment symbol and exact selection of proposed equipment.
 14. Review and acceptance of submittal does not relieve the Contractor of responsibility for fulfilling the contract requirements. Review of the submittal shall not change the contract requirements. Items not covered in the accepted submittal or items incorrectly covered but not recognized or identified shall not be used contrary to the contract documents.
 15. Verify electrical characteristics of all equipment with Division 16 before ordering any equipment.
- B. Increase, by the quantity listed below, the number of mechanical related shop drawings, product data, and samples submitted, to allow for required distribution plus one copy of each submittal required, which will be retained by the Mechanical Consulting Engineer.
1. Shop Drawings - Initial Submittal: 1 additional blue- or black-line prints.
 2. Shop Drawings - Final Submittal: 1 additional blue- or black-line prints.
 3. Product Data: 1 additional copy of each item.
 4. Samples: 1 additional set.
- C. Additional copies may be required by individual sections of these Specifications.

1.5 RECORD DOCUMENTS

- A. Prepare record documents in accordance with the requirements in Division 1 Section "CONTRACT CLOSEOUT." In addition to the requirements specified in Division 1, indicate the following installed conditions:
1. Ductwork mains and branches, size and location, for both exterior and interior; locations of dampers and other control devices; filters, boxes, and terminal units requiring periodic maintenance or repair.
 2. Mains and branches of piping systems, with valves and control devices located and numbered, concealed unions located, and with items requiring maintenance located (i.e., traps, strainers, expansion compensators, tanks, etc.). Valve location diagrams, complete with valve tag chart. Refer to Division 15 Section "Mechanical Identification." Indicate actual inverts and horizontal locations of underground piping.
 3. Equipment locations (exposed and concealed), dimensioned from prominent building lines.
 4. Approved substitutions, Contract Modifications, and actual equipment and materials installed.
- B. Engage the services of a Land Surveyor or Professional Engineer registered in the state in which the project is located as specified in Division 1 Section "FIELD ENGINEERING" to record the locations and invert elevations of underground installations.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to the project properly identified with names, model numbers, types, grades, compliance labels, and other information needed for identification.

1.7 WARRANTIES

- A. In addition to guarantee specified in General Conditions, guarantee heating and plumbing systems to be free from noise in operation that may develop from failure to construct system in accordance with Contract Documents.
- B. That the circulation of water or glycol shall be complete and even.
- C. That all pipes, conduit, and connections shall be free from foreign matter and pockets and that all other obstructions to the free passage of water, liquid and vent shall be removed.
- D. That all devices incorporated in these systems shall be adjusted in a manner that each shall develop its maximum efficiency in the operation of the system.
- E. All equipment and the complete system shall be guaranteed for a period of one year from the date of Substantial Completion. The Contractor shall be responsible for a 100-percent guarantee for the system and all items of equipment for this period.
- F. Any failure that disables a heating or cooling system shall have repairs completed within 24 hours. If repair parts are not available in local stock, they shall be shipped via air freight at no charge to the owner.

PART 2 - PRODUCTS

2.1 GENERAL

- A. Arrange equipment with factory panels, conduits, piping, etc. to allow proper access to equipment. Comply with clearances required by the National Electric Code.

PART 3 - EXECUTION

3.1 ROUGH-IN

- A. Verify final locations for rough-ins with field measurements and with the requirements of the actual equipment to be connected.
- B. Refer to equipment specifications in Divisions 2 through 16 for rough-in requirements.

3.2 MECHANICAL INSTALLATIONS

- A. General: Sequence, coordinate, and integrate the various elements of mechanical systems, materials, and equipment. Comply with the following requirements:
 - 1. Coordinate mechanical systems, equipment, and materials installation with other building components.
 - 2. Verify all dimensions by field measurements.
 - 3. Arrange for chases, slots, and openings in other building components during progress of construction, to allow for mechanical installations.
 - 4. Coordinate the installation of required supporting devices and sleeves to be set in poured-in-place concrete and other structural components, as they are constructed.

5. Sequence, coordinate, and integrate installations of mechanical materials and equipment for efficient flow of the Work. Give particular attention to large equipment requiring positioning prior to closing in the building.
6. Where mounting heights are not detailed or dimensioned, install systems, materials, and equipment to provide the maximum headroom possible.
7. Coordinate connection of mechanical systems with exterior underground and overhead utilities and services. Comply with requirements of governing regulations, franchised service companies, and controlling agencies. Provide required connection for each service.
8. Install systems, materials, and equipment to conform with manufacturers installation instructions and approved submittal data, including coordination drawings, to greatest extent possible. Conform to arrangements indicated by the Contract Documents, recognizing that portions of the Work are shown only in diagrammatic form. Where coordination requirements conflict with individual system requirements, refer conflict to the Architect.
9. Install systems, materials, and equipment level and plumb, parallel and perpendicular to other building systems and components, where installed exposed in finished spaces.
10. Install mechanical equipment to facilitate servicing, maintenance, and repair or replacement of equipment components. As much as practical, connect equipment for ease of disconnecting, with minimum of interference with other installations. Extend grease fittings to an accessible location.
11. Provide and install access panel or doors where mechanical devices such as valves, dampers, fire dampers, etc. are concealed behind finished surfaces. Access panels and doors are specified in Division 8 Section "ACCESS DOORS AND FRAMES."
12. Install systems, materials, and equipment giving right-of-way priority to systems required to be installed at a specified slope.
13. Completely clean all mechanical equipment and systems of dirt, dust, debris and overspray at the time of substantial completion.
14. All factory-authorized equipment start-ups shall be witnessed by the Owner's representative, unless written exception is given. Any equipment start-ups completed without Owner's representative being present shall be repeated.

3.3 CUTTING AND PATCHING

- A. General: Perform cutting and patching in accordance with Division 1 Section "CUTTING AND PATCHING." In addition to the requirements specified in Division 1, the following requirements apply:
 1. Protection of Installed Work: During cutting and patching operations, protect adjacent installations.
- B. Perform cutting, fitting, and patching of mechanical equipment and materials required to:
 1. Uncover Work to provide for installation of ill-timed Work.
 2. Remove and replace defective Work.
 3. Remove and replace Work not conforming to requirements of the Contract Documents.
 4. Remove samples of installed Work as specified for testing.
 5. Install equipment and materials in existing structures.
 6. Upon written instructions from the Architect, uncover and restore Work to provide for Architect/Engineer observation of concealed Work.
- C. Cut, remove and legally dispose of selected mechanical equipment, components, and materials as indicated, including but not limited to removal of mechanical piping, heating

units, plumbing fixtures and trim, and other mechanical items made obsolete by the new Work.

- D. Protect the structure, furnishings, finishes, and adjacent materials not indicated or scheduled to be removed.
- E. Provide and maintain temporary partitions or dust barriers adequate to prevent the spread of dust and dirt to adjacent areas.
 - 1. Patch existing finished surfaces and building components using new materials matching existing materials and experienced Installers. Installers' qualifications refer to the materials and methods required for the surface and building components being patched.
 - a. Refer to Division 1 Section "DEFINITIONS AND STANDARDS" for definition of "experienced Installer."
 - 2. Patch finished surfaces and building components using new materials specified for the original installation and experienced Installers. Installers' qualifications refer to the materials and methods required for the surface and building components being patched.
 - a. Refer to Division 1 Section "DEFINITIONS AND STANDARDS" for definition of "experienced Installer."

END OF SECTION 15010

SECTION 15050 - BASIC MECHANICAL MATERIALS AND METHODS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. This section applies to all Division 15 specification sections.

1.2 SUMMARY

- A. This Section includes the following basic mechanical materials and methods to complement other Division 15 Sections.
 - 1. Piping materials and installation instructions common to most piping systems.
 - 2. Escutcheons.
 - 3. Dielectric fittings.
 - 4. Flexible connectors.
 - 5. Mechanical sleeve seals.
 - 6. Equipment nameplate data requirements.
 - 7. Installation requirements common to equipment specification sections.
 - 8. Mechanical demolition.
 - 9. Cutting and patching.
 - 10. Touchup painting and finishing.
 - 11. Accessibility.
- B. Pipe and pipe fitting materials are specified in Division 15 piping system Sections.

1.3 DEFINITIONS

- A. Finished Spaces: Spaces other than mechanical and electrical equipment rooms, furred spaces, pipe and duct shafts, unheated spaces immediately below roof, spaces above ceilings, unexcavated spaces, crawl spaces, and tunnels.
- B. Exposed, Interior Installations: Exposed to view indoors. Examples include finished occupied spaces, mechanical equipment rooms and utility tunnels.
- C. Exposed, Exterior Installations: Exposed to view outdoors, or subject to outdoor ambient temperatures and weather conditions. Examples include rooftop locations.
- D. Concealed, Interior Installations: Concealed from view and protected from physical contact by building occupants. Examples include above ceilings and in duct shafts.
- E. Concealed, Exterior Installations: Concealed from view and protected from weather conditions and physical contact by building occupants, but subject to outdoor ambient temperatures. Examples include installations within unheated shelters.
- F. The following are industry abbreviations for plastic materials:
 - 1. ABS: Acrylonitrile-butadiene-styrene plastic.

2. CPVC: Chlorinated polyvinyl chloride plastic.
3. NP: Nylon plastic.
4. PE: Polyethylene plastic.
5. PVC: Polyvinyl chloride plastic.

- G. The following are industry abbreviations for rubber materials:
1. CR: Chlorosulfonated polyethylene synthetic rubber.
 2. EPDM: Ethylene propylene diene terpolymer rubber.

1.4 SUBMITTALS

- A. Product Data: For dielectric fittings, flexible connectors, mechanical sleeve seals, and identification materials and devices.
- B. Shop Drawings: Detail fabrication and installation for metal and wood supports and anchorage for mechanical materials and equipment.
- C. Welder Certificates signed by Contractor certifying that welders comply with requirements specified under the "Quality Assurance" Article.

1.5 QUALITY ASSURANCE

- A. Comply with ASME A13.1 for lettering size, length of color field, colors, and viewing angles of identification devices.
- B. Equipment Selection: Equipment of higher electrical characteristics, physical dimensions, capacities, and ratings may be furnished provided such proposed equipment is approved in writing and connecting mechanical and electrical services, circuit breakers, conduit, motors, bases, and equipment spaces are increased. No additional costs will be approved for these increases. If minimum energy ratings or efficiencies of equipment are specified, equipment must meet design and commissioning requirements.
- C. Qualify welding processes and operators for structural steel according to AWS D1.1 "Structural Welding Code -- Steel."
- D. Qualify welding processes and operators for piping according to ASME "Boiler and Pressure Vessel Code," Section IX, "Welding and Brazing Qualifications."
 1. Comply with provisions of ASME B31 Series "Code for Pressure Piping."
 2. Certify that each welder has passed AWS qualification tests for the welding processes involved and that certification is current.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver pipes and tubes with factory-applied end caps. Maintain end caps through shipping, storage, and handling to prevent pipe end damage and prevent entrance of dirt, debris, and moisture.
- B. Protect stored pipes and tubes from moisture and dirt. Elevate above grade. Do not exceed structural capacity of floor, if stored inside.
- C. Protect flanges, fittings, and piping specialties from moisture and dirt.

- D. Store plastic pipes protected from direct sunlight. Support to prevent sagging and bending.

1.7 SEQUENCING AND SCHEDULING

- A. Coordinate mechanical equipment installation with other building components.
- B. Arrange for pipe spaces, chases, slots, and openings in building structure during progress of construction to allow for mechanical installations.
- C. Coordinate installation of required supporting devices and set sleeves in poured-in-place concrete and other structural components, as they are constructed.
- D. Sequence, coordinate, and integrate installations of mechanical materials and equipment for efficient flow of the Work. Coordinate installation of large equipment requiring positioning before closing in building.
- E. Coordinate connection of mechanical systems with exterior underground and overhead utilities and services. Comply with requirements of governing regulations, franchised service companies, and controlling agencies.
- F. Coordinate requirements for access panels and doors if mechanical items requiring access are concealed behind finished surfaces. Access panels and doors are specified in Division 8 Section "Access Doors and Frames."
- G. Coordinate installation of identifying devices after completing covering and painting, if devices are applied to surfaces. Install identifying devices before installing acoustical ceilings and similar concealment.
- H. Coordinate connection of electrical services.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Dielectric Unions:
 - a. Capitol Manufacturing Co.
 - b. Central Plastics Co.
 - c. Eclipse, Inc.; Rockford-Eclipse Div.
 - d. Epco Sales Inc.
 - e. Hart Industries International, Inc.
 - f. Watts Industries, Inc.; Water Products Div.
 - g. Zurn Industries, Inc.; Wilkins Div.
 - 2. Dielectric Flanges:
 - a. Capitol Manufacturing Co.
 - b. Central Plastics Co.
 - c. Epco Sales Inc.

- d. Watts Industries, Inc.; Water Products Div.
- 3. Dielectric-Flange Insulating Kits:
 - a. Calpico, Inc.
 - b. Central Plastics Co.
- 4. Dielectric Couplings:
 - a. Calpico, Inc.
 - b. Lochinvar Corp.
- 5. Dielectric Nipples:
 - a. Grinnell Corp.; Grinnell Supply Sales Co.
 - b. Perfection Corp.
 - c. Victaulic Co. of America.
- 6. Metal, Flexible Connectors:
 - a. ANAMET Industrial, Inc.
 - b. Central Sprink, Inc.
 - c. Flexicraft Industries.
 - d. Flex-Weld, Inc.
 - e. Grinnell Corp.; Grinnell Supply Sales Co.
 - f. Hyspan Precision Products, Inc.
 - g. McWane, Inc.; Tyler Pipe; Gustin-Bacon Div.
 - h. Mercer Rubber Co.
 - i. Metraflex Co.
 - j. Proco Products, Inc.
 - k. Uniflex, Inc.
- 7. Mechanical Sleeve Seals:
 - a. Calpico, Inc.
 - b. Metraflex Co.
 - c. Thunderline/Link-Seal.

2.2 PIPE AND PIPE FITTINGS

- A. All pipe and pipe fittings shall be American made and clearly labeled as such.
- B. Refer to individual Division 15 piping Sections for pipe and fitting materials and joining methods.
- C. Pipe Threads: ASME B1.20.1 for factory-threaded pipe and pipe fittings.

2.3 JOINING MATERIALS

- A. Refer to individual Division 15 piping Sections for special joining materials not listed below.
- B. Pipe-Flange Gasket Materials: Suitable for chemical and thermal conditions of piping system contents.
 - 1. ASME B16.21, nonmetallic, flat, asbestos-free, 1/8-inch (3.2-mm) maximum thickness, unless thickness or specific material is indicated.

- a. Full-Face Type: For flat-face, Class 125, cast-iron and cast-bronze flanges.
 - b. Narrow-Face Type: For raised-face, Class 250, cast-iron and steel flanges.
2. AWWA C110, rubber, flat face, 1/8 inch (3.2 mm) thick, unless otherwise indicated; and full-face or ring type, unless otherwise indicated.
- C. Flange Bolts and Nuts: ASME B18.2.1, carbon steel, unless otherwise indicated.
- D. Plastic, Pipe-Flange Gasket, Bolts, and Nuts: Type and material recommended by piping system manufacturer, unless otherwise indicated.
- E. Solder Filler Metals: ASTM B 32.
 1. Alloy Sn95 or Alloy Sn94: Approximately 95 percent tin and 5 percent silver, with 0.10 percent lead content.
 2. Alloy E: Approximately 95 percent tin and 5 percent copper, with 0.10 percent maximum lead content.
 3. Alloy HA: Tin-antimony-silver-copper zinc, with 0.10 percent maximum lead content.
 4. Alloy HB: Tin-antimony-silver-copper nickel, with 0.10 percent maximum lead content.
 5. Alloy Sb5: 95 percent tin and 5 percent antimony, with 0.20 percent maximum lead content.
- F. Brazing Filler Metals: AWS A5.8.
 1. BCuP Series: Copper-phosphorus alloys.
 2. BAg1: Silver alloy.
- G. Welding Filler Metals: Comply with AWS D10.12 for welding materials appropriate for wall thickness and chemical analysis of steel pipe being welded.
- H. Solvent Cements: Manufacturer's standard solvent cements for the following:
 1. ABS Piping: ASTM D 2235.
 2. CPVC Piping: ASTM F 493.
 3. PVC Piping: ASTM D 2564. Include primer according to ASTM F 656.
 4. PVC to ABS Piping Transition: ASTM D 3138.
- I. Plastic Pipe Seals: ASTM F 477, elastomeric gasket.
- J. Flanged, Ductile-Iron Pipe Gasket, Bolts, and Nuts: AWWA C110, rubber gasket, carbon-steel bolts and nuts.
- K. Couplings: Iron-body sleeve assembly, fabricated to match OD of plain-end, pressure pipes.
 1. Sleeve: ASTM A 126, Class B, gray iron.
 2. Followers: ASTM A 47 (ASTM A 47M) malleable iron or ASTM A 536 ductile iron.
 3. Gaskets: Rubber.
 4. Bolts and Nuts: AWWA C111.
 5. Finish: Enamel paint.

2.4 DIELECTRIC FITTINGS

- A. General: Assembly or fitting with insulating material isolating joined dissimilar metals, to prevent galvanic action and stop corrosion.
- B. Description: Combination of copper alloy and ferrous; threaded, solder, plain, and weld-neck end types and matching piping system materials.
- C. Insulating Material: Suitable for system fluid, pressure, and temperature.
- D. Dielectric Unions: Factory-fabricated, union assembly, for **250-psig (1725-kPa)** minimum working pressure at **180 deg F (82 deg C)**.
- E. Dielectric Flanges: Factory-fabricated, companion-flange assembly, for **150- or 300-psig (1035- or 2070-kPa)** minimum working pressure as required to suit system pressures.
- F. Dielectric-Flange Insulation Kits: Field-assembled, companion-flange assembly, full-face or ring type. Components include neoprene or phenolic gasket, phenolic or polyethylene bolt sleeves, phenolic washers, and steel backing washers.
 - 1. Provide separate companion flanges and steel bolts and nuts for **150- or 300-psig (1035- or 2070-kPa)** minimum working pressure as required to suit system pressures.
- G. Dielectric Couplings: Galvanized-steel coupling with inert and noncorrosive, thermoplastic lining; threaded ends; and **300-psig (2070-kPa)** minimum working pressure at **225 deg F (107 deg C)**.
- H. Dielectric Nipples: Electroplated steel nipple with inert and noncorrosive, thermoplastic lining; plain, threaded, or grooved ends; and **300-psig (2070-kPa)** minimum working pressure at **225 deg F (107 deg C)**.

2.5 FLEXIBLE CONNECTORS

- A. General: Fabricated from materials suitable for system fluid and that will provide flexible pipe connections. Include **125-psig (860-kPa)** minimum working-pressure rating, unless higher working pressure is indicated, and ends according to the following:
 - 1. **2-Inch NPS (DN50)** and Smaller: Threaded.
 - 2. **2-1/2-Inch NPS (DN65)** and Larger: Flanged.
 - 3. Option for **2-1/2-Inch NPS (DN65)** and Larger: Grooved for use with keyed couplings.
- B. Bronze-Hose, Flexible Connectors: Corrugated, bronze, inner tubing covered with bronze wire braid. Include copper-tube ends or bronze flanged ends, braze welded to hose.
- C. Stainless-Steel-Hose/Steel Pipe, Flexible Connectors: Corrugated, stainless-steel, inner tubing covered with stainless-steel wire braid. Include steel nipples or flanges, welded to hose.
- D. Stainless-Steel-Hose/Stainless-Steel Pipe, Flexible Connectors: Corrugated, stainless-steel, inner tubing covered with stainless-steel wire braid. Include stainless-steel nipples or flanges, welded to hose.

2.6 MECHANICAL SLEEVE SEALS

- A. Description: Modular design, with interlocking rubber links shaped to continuously fill annular space between pipe and sleeve. Include connecting bolts and pressure plates.

2.7 PIPING SPECIALTIES

- A. Sleeves: The following materials are for wall, floor, slab, and roof penetrations:
1. Steel Sheet Metal: 0.0239-inch (0.6-mm) minimum thickness, galvanized, round tube closed with welded longitudinal joint.
 2. Steel Pipe: ASTM A 53, Type E, Grade A, Schedule 40, galvanized, plain ends.
 3. Stack Sleeve Fittings: Manufactured, cast-iron sleeve with integral clamping flange. Include clamping ring and bolts and nuts for membrane flashing.
 - a. Underdeck Clamp: Clamping ring with set screws.
- B. Escutcheons: Manufactured wall, ceiling, and floor plates; deep-pattern type if required to conceal protruding fittings and sleeves.
1. ID: Closely fit around pipe, tube, and insulation of insulated piping.
 2. OD: Completely cover opening.
 3. Cast Brass: One piece, with set screw.
 - a. Finish: Polished chrome-plate.
 4. Cast Brass: Split casting, with concealed hinge and set screw.
 - a. Finish: Polished chrome-plate.
 5. Stamped Steel: One piece, with set screw and chrome-plated finish.
 6. Stamped Steel: One piece, with spring clips and chrome-plated finish.
 7. Stamped Steel: Split plate, with concealed hinge, set screw, and chrome-plated finish.
 8. Stamped Steel: Split plate, with concealed hinge, spring clips, and chrome-plated finish.
 9. Stamped Steel: Split plate, with exposed-rivet hinge, set screw, and chrome-plated finish.
 10. Stamped Steel: Split plate, with exposed-rivet hinge, spring clips, and chrome-plated finish.
 11. Cast-Iron Floor Plate: One-piece casting.

PART 3 - EXECUTION

3.1 PIPING SYSTEMS - COMMON REQUIREMENTS

- A. General: Install piping as described below, unless piping Sections specify otherwise. Individual Division 15 piping Sections specify unique piping installation requirements.
- B. General Locations and Arrangements: Drawing plans, schematics, and diagrams indicate general location and arrangement of piping systems. Indicated locations and arrangements were used to size pipe and calculate friction loss, expansion, pump sizing, and other design considerations. Install piping as indicated, unless deviations to layout are approved on Coordination Drawings.
- C. Install piping at indicated slope.

- D. Install components with pressure rating equal to or greater than system operating pressure.
- E. Install piping in concealed interior and exterior locations, except in equipment rooms and service areas.
- F. Install piping free of sags and bends.
- G. Install exposed interior and exterior piping at right angles or parallel to building walls. Diagonal runs are prohibited, unless otherwise indicated.
- H. Install piping close to slabs, beams, joists, columns, walls, and other building elements. Allow sufficient space above removable ceiling panels to allow for ceiling panel removal.
- I. Install piping to allow application of insulation plus **1-inch (25-mm)** clearance around insulation.
- J. Locate groups of pipes parallel to each other, spaced to permit valve servicing.
- K. Install fittings for changes in direction and branch connections.
- L. Install couplings according to manufacturer's written instructions.
- M. Install pipe escutcheons for pipe penetrations of concrete and masonry walls, wall board partitions, and suspended ceilings according to the following:
 - 1. Chrome-Plated Piping: Cast brass, one piece, with set screw, and polished chrome-plated finish. Use split-casting escutcheons if required, for existing piping.
 - 2. Uninsulated Piping Wall Escutcheons: Cast brass or stamped steel, with set screw.
 - 3. Uninsulated Piping Floor Plates in Utility Areas: Cast-iron floor plates.
 - 4. Insulated Piping: Cast brass or stamped steel; with concealed hinge, spring clips, and chrome-plated finish.
 - 5. Piping in Utility Areas: Cast brass or stamped steel, with set-screw or spring clips.
- N. Install sleeves for pipes passing through concrete and masonry walls, and concrete floor and roof slabs.
 - 1. Cut sleeves to length for mounting flush with both surfaces.
 - a. Exception: Extend sleeves installed in floors of mechanical equipment areas or other wet areas **2 inches (50 mm)** above finished floor level. Extend cast-iron sleeve fittings below floor slab as required to secure clamping ring if ring is specified.
 - 2. Build sleeves into new walls and slabs as work progresses.
 - 3. Install sleeves large enough to provide **1/4-inch (6.4-mm)** annular clear space between sleeve and pipe or pipe insulation. Use the following sleeve materials:
 - a. Steel Pipe Sleeves: For pipes smaller than **6-inch NPS (DN150)**.
 - b. Steel, Sheet-Metal Sleeves: For pipes **6-inch NPS (DN150)** and larger, penetrating gypsum-board partitions.
 - c. Stack Sleeve Fittings: For pipes penetrating floors with membrane waterproofing. Secure flashing between clamping flanges. Install section of cast-iron soil pipe to extend sleeve to **2 inches (50 mm)** above

- finished floor level. Refer to Division 7 Section "Sheet Metal Flashing and Trim" for flashing.
- 1) Seal space outside of sleeve fittings with nonshrink, nonmetallic grout.
4. Except for underground wall penetrations, seal annular space between sleeve and pipe or pipe insulation, using elastomeric joint sealants. Refer to Division 7 Section "Joint Sealants" for materials.
 5. Use Type S, Grade NS, Class 25, Use O, neutral-curing silicone sealant, unless otherwise indicated.
- O. Aboveground, Exterior-Wall, Pipe Penetrations: Seal penetrations using sleeves and mechanical sleeve seals. Size sleeve for **1-inch (25-mm)** annular clear space between pipe and sleeve for installing mechanical sleeve seals.
1. Install steel pipe for sleeves smaller than **6 inches (150 mm)** in diameter.
 2. Install cast-iron "wall pipes" for sleeves **6 inches (150 mm)** in diameter and larger.
 3. Assemble and install mechanical sleeve seals according to manufacturer's written instructions. Tighten bolts that cause rubber sealing elements to expand and make watertight seal.
- P. Fire-Barrier Penetrations: Maintain indicated fire rating of walls, partitions, ceilings, and floors at pipe penetrations. Seal pipe penetrations with firestopping materials.
- Q. Verify final equipment locations for roughing-in.
- R. Refer to equipment specifications in other Sections of these Specifications for roughing-in requirements.
- S. Piping Joint Construction: Join pipe and fittings as follows and as specifically required in individual piping specification Sections:
1. Ream ends of pipes and tubes and remove burrs. Bevel plain ends of steel pipe.
 2. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
 3. Soldered Joints: Construct joints according to AWS's "Soldering Manual," Chapter "The Soldering of Pipe and Tube"; or CDA's "Copper Tube Handbook."
 4. Brazed Joints: Construct joints according to AWS's "Brazing Handbook," Chapter "Pipe and Tube."
 5. Threaded Joints: Thread pipe with tapered pipe threads according to ASME B1.20.1. Cut threads full and clean using sharp dies. Ream threaded pipe ends to remove burrs and restore full ID. Join pipe fittings and valves as follows:
 - a. Note internal length of threads in fittings or valve ends, and proximity of internal seat or wall, to determine how far pipe should be threaded into joint.
 - b. Apply appropriate tape or thread compound to external pipe threads, unless dry seal threading is specified.
 - c. Align threads at point of assembly.
 - d. Tighten joint with wrench. Apply wrench to valve end into which pipe is being threaded.
 - e. Damaged Threads: Do not use pipe or pipe fittings with threads that are corroded or damaged. Do not use pipe sections that have cracked or open welds.

6. Welded Joints: Construct joints according to AWS D10.12, "Recommended Practices and Procedures for Welding Low Carbon Steel Pipe," using qualified processes and welding operators according to "Quality Assurance" Article.
 7. Flanged Joints: Align flange surfaces parallel. Select appropriate gasket material, size, type, and thickness for service application. Install gasket concentrically positioned. Assemble joints by sequencing bolt tightening to make initial contact of flanges and gaskets as flat and parallel as possible. Use suitable lubricants on bolt threads. Tighten bolts gradually and uniformly using torque wrench.
 8. Plastic Piping Solvent-Cement Joints: Clean and dry joining surfaces by wiping with clean cloth or paper towels. Join pipe and fittings according to the following:
 - a. Comply with ASTM F 402 for safe-handling practice of cleaners, primers, and solvent cements.
 - b. ABS Piping: ASTM D 2235 and ASTM D 2661.
 - c. CPVC Piping: ASTM D 2846 and ASTM F 493.
 - d. PVC Pressure Piping: ASTM D 2672.
 - e. PVC Nonpressure Piping: ASTM D 2855.
 - f. PVC to ABS Nonpressure Transition Fittings: Procedure and solvent cement according to ASTM D 3138.
 9. Plastic Piping Heat-Fusion Joints: Clean and dry joining surfaces by wiping with clean cloth or paper towels. Join according to ASTM D 2657 procedures and manufacturer's written instructions.
 - a. Plain-End Pipe and Fittings: Use butt fusion.
 - b. Plain-End Pipe and Socket Fittings: Use socket fusion.
- T. Piping Connections: Make connections according to the following, unless otherwise indicated:
1. Install unions, in piping 2-inch NPS (DN50) and smaller, adjacent to each valve and at final connection to each piece of equipment with 2-inch NPS (DN50) or smaller threaded pipe connection.
 2. Install flanges, in piping 2-1/2-inch NPS (DN65) and larger, adjacent to flanged valves and at final connection to each piece of equipment with flanged pipe connection.
 3. Dry Piping Systems: Install dielectric unions and flanges to connect piping materials of dissimilar metals.
 4. Wet Piping Systems: Install dielectric coupling and nipple fittings to connect piping materials of dissimilar metals.

3.2 EQUIPMENT INSTALLATION - COMMON REQUIREMENTS

- A. Install equipment to provide maximum possible headroom, if mounting heights are not indicated.
- B. Install equipment according to manufacturers written instructions and approved submittal data. Portions of the Work are shown only in diagrammatic form. Refer conflicts to Architect.
- C. Install equipment level and plumb, parallel and perpendicular to other building systems and components in exposed interior spaces, unless otherwise indicated.
- D. Install mechanical equipment to facilitate service, maintenance, and repair or replacement of components. Connect equipment for ease of disconnecting, with

minimum interference to other installations. Extend grease fittings to accessible locations.

- E. Install equipment giving right of way to piping installed at required slope.
- F. Install flexible connectors on equipment side of shutoff valves, horizontally and parallel to equipment shafts if possible.
- G. Coordinate the final location of concealed equipment and devices requiring access with final location of required access panels and doors.

3.3 PAINTING AND FINISHING

- A. Apply paint to exposed piping according to the following, unless otherwise indicated:
 - 1. Interior, Ferrous Piping: Use semigloss, acrylic-enamel finish. Include finish coat over enamel undercoat and primer.
 - 2. Interior, Galvanized-Steel Piping: Use semigloss, acrylic-enamel finish. Include two finish coats over galvanized metal primer.
 - 3. Interior, Ferrous Supports: Use semigloss, acrylic-enamel finish. Include finish coat over enamel undercoat and primer.
 - 4. Exterior, Ferrous Piping: Use semigloss, acrylic-enamel finish. Include two finish coats over rust-inhibitive metal primer.
 - 5. Exterior, Galvanized-Steel Piping: Use semigloss, acrylic-enamel finish. Include two finish coats over galvanized metal primer.
 - 6. Exterior, Ferrous Supports: Use semigloss, acrylic-enamel finish. Include two finish coats over rust-inhibitive metal primer.
- B. Do not paint piping specialties with factory-applied finish.
- C. Damage and Touchup: Repair marred and damaged factory-painted finishes with materials and procedures to match original factory finish.

3.4 DEMOLITION

- A. Disconnect, demolish, and remove Work specified in Division 15 Sections.
- B. If pipe, ductwork, insulation, or equipment to remain is damaged or disturbed, remove damaged portions and install new products of equal capacity and quality.
- C. Accessible Work: Remove indicated exposed pipe and ductwork in its entirety.
- D. Work Abandoned in Place: Cut and remove underground pipe a minimum of **2 inches (50 mm)** beyond face of adjacent construction. Cap and patch surface to match existing finish.
- E. Removal: Remove indicated equipment from Project site.
- F. Temporary Disconnection: Remove, store, clean, reinstall, reconnect, and make operational equipment indicated for relocation.

3.5 CUTTING AND PATCHING

- A. Cut, channel, chase, and drill floors, walls, partitions, ceilings, and other surfaces necessary for mechanical installations. Perform cutting by skilled mechanics of trades involved.
- B. Repair cut surfaces to match adjacent surfaces.

END OF SECTION 15050

SECTION 15194 - FUEL GAS PIPING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes piping, specialties, and accessories for natural gas systems within the building and to a point indicated.
- B. Approximate values of natural gas that will be supplied for these systems are the following:
 - 1. Heating Value: 890 Btu/cu. ft.
 - 2. Specific Gravity: 0.6.
- C. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Division 15 Section "Basic Mechanical Materials and Methods" for piping joining materials, joint construction, basic installation requirements, and labeling and identifying requirements.

1.3 DEFINITIONS

- A. Low-Pressure Natural Gas Piping System: Operating at pressure of 0.5 psig or less.
- B. Medium-Pressure Natural Gas Piping System: Operating at pressure greater than 0.5 psig, but not greater than 2 psig.
- C. High-Pressure Natural Gas Piping System: Operating at pressure greater than 2 psig, but not greater than 5 psig.
- D. Gas Piping System: Pipe within the building that conveys gas from point of delivery to points of usage. Piping includes dielectric fitting and gas valve immediately downstream from point of delivery.

1.4 SYSTEM PERFORMANCE REQUIREMENTS

- A. Minimum Working Pressure Ratings: Except where otherwise indicated, the following are minimum pressure requirements.
 - 1. Low-Pressure Natural Gas Piping Systems: 2 psig.
 - 2. Medium-Pressure Natural Gas Piping Systems: 10 psig.
 - 3. High-Pressure Natural Gas Piping Systems: 20 psig.

1.5 SUBMITTALS

- A. General: Submit the following according to Conditions of Contract and Division 1 Specification Sections.

- B. Product data for each type of natural gas specialty and special-duty valve. Include pressure rating in psig, rated capacity in cu. ft. per hour (CFH), and settings of selected models.
- C. Maintenance data for natural gas specialties and special-duty valves for inclusion in Operating and Maintenance Manuals specified in Division 1 Section "Project Closeout."
- D. Test reports specified in "Field Quality Control" Article in Part 3.

1.6 COORDINATION DRAWINGS

- A. Coordination drawings for natural gas piping systems, including required clearances and relationship to other services that serve the same work areas. Do not submit but retain at the job site for coordination.

1.7 QUALITY ASSURANCE

- A. Comply with NFPA 54 "National Fuel Gas Code" for gas piping materials and components; installations; and inspection, testing, and purging.
- B. Comply with NFPA 70 "National Electrical Code" for electrical connections between wiring and electrically operated control devices.
- C. Provide listing/approval stamp, label, or other marking on equipment made to specified standards.
- D. Listing and Labeling: Provide equipment and accessories that are listed and labeled.
 - 1. Terms "Listed" and "Labeled": As defined in the National Electrical Code, Article 100.

1.8 DELIVERY, STORAGE, AND HANDLING

- A. Handling Flammable Liquids: Remove and legally dispose of liquids from drips in existing gas piping. Handle cautiously to avoid spillage and ignition. Notify the gas supplier. Handle flammable liquids used by the Installer with proper precautions, and do not leave on the premises from end of one day to beginning of next day.

1.9 SEQUENCING AND SCHEDULING

- A. Notification of Interruption of Service: Notify each affected user when gas supply will be turned off.
- B. Work Interruptions: Leave gas systems in a safe condition when interruptions in work occur while repairs or alterations are being made to existing gas piping systems.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. Gas Valves, 2 Inches and Smaller:
 - a. Homestead by Olson Technologies, Inc.
 - b. Lancaster by National Meter Parts, Inc.
 - c. Lunkenheimer Co.
 - d. A.Y. McDonald Mfg. Co.
 - e. Milliken Valve Co., Inc.
 - f. Mueller Co., A Grinnell Co.
 - g. Mueller Steam Specialty Div., Core Industries, Inc.
 - h. Nordstrum Valves, Inc.
 - i. Resun by J.M. Huber Corp., Equipment Div.
 - j. Rockford-Eclipse Div., Eclipse, Inc.

2.2 PIPES AND TUBES

- A. General: Refer to "Pipe Applications" Article in Part 3 for identification of systems where the following materials are used.
- B. Steel Pipe: ASTM A 53, Type E, Electric-Resistance Welded or Type S, Seamless, Grade B, Schedule 40, black.

2.3 PIPE AND TUBE FITTINGS

- A. Malleable-Iron Threaded Fittings: ASME B16.3, Class 150, standard pattern, with threads conforming to ASME B1.20.1.
- B. Unions: ASME B16.39, Class 150, black malleable iron; female pattern; brass-to-iron seat; ground joint.
- C. Cast-Iron Fittings: ASME B16.1, Classes 125 and 250.
- D. Steel Fittings: ASME B16.9, wrought steel, butt-welding type; and ASME B16.11, forged steel.

2.4 JOINING MATERIALS

- A. Common Joining Materials: Refer to Division 15 Section "Basic Mechanical Materials and Methods" for joining materials not included in this Section.
- B. Joint Compound and Tape: Suitable for natural gas.

2.5 VALVES

- A. Manual Valves: Conform to standards listed, or where appropriate, valves according to ANSI Z21.15 and ANSI Z21.15a.
- B. Gas Valves, 2 Inches and Smaller: ASME B16.33, 150 psi WOG, bronze body, bronze plug, straightaway pattern, square head, tapered-plug type, with threaded ends.

2.6 PIPING SPECIALTIES

- A. Flexible Connectors: ANSI Z21.24 or ANSI Z21.24a, copper alloy.

- B. Strainers: Y pattern, full size of connecting piping. Include Type 304 stainless-steel screens with 3/64-inch perforations except where other screens are indicated.
 - 1. Pressure Rating: 125 psig minimum steam or 175 psig WOG working pressure except where otherwise indicated.
 - 2. Sizes 2 Inches and Smaller: Bronze body, with female threaded ends.
 - 3. Sizes 2-1/2 Inches and Larger: Cast-iron body, with flanged ends.
 - 4. Screwed screen retainer with centered blowdown and pipe plug.

PART 3 - EXECUTION

3.1 PREPARATION

- A. Precautions: Close equipment shutoff valves before turning off gas to the premises or section of piping. Perform leakage test as specified in "Field Quality Control" Article to determine that all equipment is turned off in the piping section to be affected.
- B. Comply with NFPA 54 "Prevention of Accidental Ignition."

3.2 SERVICE ENTRANCE PIPING

- A. Extend natural gas piping and connect to gas distribution system (gas service) piping in location indicated.

3.3 PIPE APPLICATIONS

- A. General: Flanges, unions, transition and special fittings, and valves with pressure ratings same or higher than system pressure rating may be used in applications below, except where specified otherwise.
- B. Low-Pressure Natural Gas Systems, above Ground within Building: Use the following:
 - 1. 2 Inches and Smaller: Steel pipe, malleable-iron, threaded fittings, and threaded joints.
- C. Medium-Pressure Natural Gas Systems, above Ground within Building: Use steel pipe, butt-welding fittings, and welded joints.
- D. High-Pressure Natural Gas Systems, above Ground within Building: Use steel pipe, butt-welding fittings, and welded joints.

3.4 VALVE APPLICATIONS

- A. Use gas valves for shutoff to appliances.
- B. Use gas valves of sizes indicated for gas service piping, meters, mains, and where indicated.

3.5 JOINT CONSTRUCTION

- A. Refer to Division 15 Section "Basic Mechanical Materials and Methods" for basic piping joint construction.
- B. Use materials suitable for natural gas service.

1. Piping 2 inches and smaller shall have threaded connection.
2. Piping 2-1/2 inches and larger, medium pressure and high pressure piping shall be welded.

3.6 PIPING INSTALLATIONS

- A. Refer to Division 15 Section "Basic Mechanical Materials and Methods" for basic piping installation requirements.
- B. Concealed Locations: Except as specified below, install concealed gas piping in an air-tight conduit constructed of Schedule 40 seamless black steel with welded joints. Vent conduit to the outside and terminate with a screened vent cap.
 1. Above-Ceiling Locations: Gas piping may be installed in accessible above-ceiling spaces (subject to approval of the authority having jurisdiction), whether or not such spaces are used as a plenum. Do not locate valves in such spaces.
- C. Drips and Sediment Traps: Install drips at points where condensate may collect. Include outlets of gas meters. Locate where readily accessible to permit cleaning and emptying. Do not install where condensate would be subject to freezing.
 1. Construct drips and sediment traps using tee fitting with bottom outlet plugged or capped. Use minimum-length nipple of 3 pipe diameters, but not less than 3 inches long, and same size as connected pipe. Install with space between bottom of drip and floor for removal of plug or cap.
- D. Conceal pipe installations in walls, pipe spaces, utility spaces, above ceilings, below grade or floors, and in floor channels, except where indicated to be exposed to view.
- E. Install gas piping at a uniform grade of 1/4 inch in 15 feet, upward toward risers. Install piping upward from service risers to meters, service regulator when meter is not provided, and equipment.
- F. Make reductions in pipe sizes using eccentric reducer fittings installed with the level side down.
- G. Connect branch piping from top or side of horizontal piping.
- H. Install unions in pipes 2 inches and smaller, adjacent to each valve, at final connection to each piece of equipment, and elsewhere as indicated. Unions are not required on flanged devices.
- I. Install strainers on the supply side of each control valve, gas pressure regulator, solenoid valve, and elsewhere as indicated.
- J. Anchor piping to ensure proper direction of piping expansion and contraction. Install expansion joints, expansion loops, and pipe guides as indicated.

3.7 HANGER AND SUPPORT INSTALLATION

- A. Refer to Division 15 Section "Hangers and Supports" for hanger and support devices.
- B. Install hangers for horizontal piping with following maximum spacing and minimum rod sizes:

<u>Nominal Pipe Size (Inches)</u>	<u>Steel Pipe Max. Span (Feet)</u>	<u>Copper Tube Max. Span (Feet)</u>	<u>Min. Rod Diameter (Inches)</u>
3/8	-	4	3/8
1/2	6	6	3/8
5/8	-	6	3/8
3/4	8	7	3/8
7/8	-	7	3/8
1	8	8	3/8
1-1/4	9	9	3/8
1-1/2 to 2	10	10	3/8
2-1/2 to 3-1/2	10	10	1/2
4	-	10	1/2
4 and Larger	10	-	5/8

1. Support vertical steel pipe and copper tube at each floor.

3.8 VALVE INSTALLATION

- A. Install valves in accessible locations, protected from physical damage. Tag valves with a metal tag attached with a metal chain indicating the piping systems supplied.
- B. Install a gas valve upstream of each gas pressure regulator. Where two gas pressure regulators are installed in series in a single gas line, a manual valve is not required at the second regulator.
- C. Install pressure-relief or pressure-limiting devices so they can be readily operated to determine if valve is free; test to determine pressure at which they will operate; and examine for leakage when in closed position.

3.9 CONNECTIONS

- A. Install gas piping next to gas-utilizing equipment and appliances to allow servicing and maintenance.
- B. Connect gas piping to gas-utilizing equipment and appliances with shutoff valves and unions. Make connections downstream of valves and unions, with flexible connectors where indicated.

3.10 TERMINAL EQUIPMENT CONNECTIONS

- A. Install a gas valve upstream and within 6 feet of each gas-utilizing appliance. Install a union or flanged connection downstream from the valve to permit removal of controls.
- B. Sediment Traps: Install tee fittings forming drips, as close as practical to gas appliance inlets. Cap or plug bottom outlet.

3.11 ELECTRICAL BONDING AND GROUNDING

- A. Install above-ground portions of natural gas piping systems that are upstream from equipment shutoff valves, electrically continuous and bonded to a grounding electrode according to NFPA 70.
- B. Do not use gas piping as a grounding electrode.

3.12 FIELD QUALITY CONTROL

- A. Inspect, test, and purge natural gas systems according to NFPA 54, Part 4 "Gas Piping Inspection, Testing, and Purging" and local gas utility requirements.
- B. Repair leaks and defects with new materials, and retest system until satisfactory results are obtained.
- C. Report test results promptly and in writing to the Architect and the authority having jurisdiction.
- D. Verify capacities and pressure ratings of gas meters, regulators, valves, and specialties.
- E. Verify correct pressure settings for pressure regulators.
- F. Verify that specified piping tests are complete.

3.13 ADJUSTING

- A. Adjust controls and safety devices. Replace damaged and malfunctioning controls and safety devices.

END OF SECTION 15194

SECTION 15784 - ROOFTOP UNITS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes rooftop heating and cooling units.

1.3 SUBMITTALS

- A. Product Data: Include manufacturer's technical data for each model indicated, including rated capacities of selected model clearly indicated; dimensions; required clearances; shipping, installed, and operating weights; furnished specialties; accessories; and installation and startup instructions.
- B. Shop Drawings: Detail equipment assemblies and indicate dimensions, weights, loadings, required clearances, method of field assembly, components, and location and size of each field connection. Detail mounting, securing, and flashing of roof curb to roof structure. Indicate coordinating requirements with roof membrane system.
 - 1. Wiring Diagrams: Detail wiring for power, signal, and control systems and differentiate between manufacturer-installed and field-installed wiring.
- C. Commissioning Reports: Indicate results of startup and testing commissioning requirements. Submit copies of completed and signed checklists and include in maintenance manuals.
- D. Maintenance Data: For equipment to include in the maintenance manuals. Include installation and startup instructions, completed and signed checklists, parts list, operating instructions, and technical data.
- E. Warranties: Special warranties specified in this Section.

1.4 QUALITY ASSURANCE

- A. Fabricate and label refrigeration system to comply with ASHRAE 15, "Safety Code for Mechanical Refrigeration."
- B. Energy Efficiency Ratio: Equal to or greater than prescribed by ASHRAE 90.1, "Energy Efficient Design of New Buildings except Low-Rise Residential Buildings."
- C. Coefficient of Performance: Equal to or greater than prescribed by ASHRAE 90.1, "Energy Efficient Design of New Buildings except Low-Rise Residential Buildings."
- D. Listing and Labeling: Provide electrically operated components specified in this Section that are listed and labeled.

1. The Terms "Listed" and "Labeled": As defined in the National Electrical Code, Article 100.
 2. Listing and Labeling Agency Qualifications: A "Nationally Recognized Testing Laboratory" as defined in OSHA Regulation 1910.7.
 - E. Comply with AGA Z223.1 for gas-fired furnace section.
 - F. Comply with NFPA 70.
- 1.5 DELIVERY, STORAGE, AND HANDLING
- A. Deliver rooftop units as factory-assembled units with protective crating and covering.
 - B. Coordinate delivery of units in sufficient time to allow movement into building.
 - C. Handle rooftop units to comply with manufacturer's written rigging and installation instructions for unloading and moving to final location.
- 1.6 COORDINATION
- A. Coordinate installation of roof curbs, equipment supports, and roof penetrations with roof construction. Roof specialties are specified in Division 7 Sections.
- 1.7 WARRANTY
- A. General Warranty: The special warranty specified in this Article shall not deprive the Owner of other rights the Owner may have under other provisions of the Contract Documents and shall be in addition to, and run concurrent with, other warranties made by the Contractor under requirements of the Contract Documents.
 - B. Special Warranty: A written warranty, executed by the manufacturer and signed by the Contractor, agreeing to replace components that fail in materials or workmanship, within the specified warranty period. Replacement to include component and labor to remove and install.
 1. Warranty Period, Compressors: Manufacturers standard, but not less than 5 years after date of Substantial Completion.
 2. Warranty Period, Heat Exchangers: Manufacturers standard, but not less than 10 years after date of Substantial Completion.
- 1.8 EXTRA MATERIALS
- A. Furnish extra materials described below that match products installed, are packaged with protective covering for storage, and are identified with labels describing contents.
 1. Fan Belts: One set for each belt-drive fan.
 2. Filters: One set of filters for each unit.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. Rooftop Units, 6 Tons (21 kW) and Smaller:
 - a. Aeon.
 - b. Carrier Corp.; Carrier Air Conditioning Div.
 - c. McQuay International.
 - d. Trane Company (The); North American Commercial Group.
 - e. York International Corp.

2.2 ROOFTOP UNITS SMALLER THAN 6 TONS (21 kW)

- A. Description: Factory assembled and tested; designed for roof or slab installation; and consisting of compressors, condensers, evaporator coils, condenser and evaporator fans, refrigeration and temperature controls, filters, and dampers.
- B. Casing: Manufacturer's standard construction with corrosion-protection coating and exterior finish, removable panels or access doors with neoprene gaskets for inspection and access to internal parts, minimum 1/2-inch- (13-mm-) thick thermal insulation, knockouts for electrical and piping connections, exterior condensate drain connection, lifting lugs. Condenser coil guard.
- C. Evaporator Fans: Forward curved, centrifugal, directly driven with permanently lubricated motor bearings.
- D. Condenser Fans: Propeller type, directly driven with permanently lubricated motor bearings, and personnel protection guard.
- E. Refrigerant Coils: Aluminum-plate fin and seamless copper tube in galvanized steel casing with equalizing-type vertical distributor.
- F. Compressors: Hermetic with integral vibration isolators and crankcase heaters.
- G. Heat Exchangers: Manufacturer's standard construction for gas-fired heat exchangers and burners with the following controls:
 1. Redundant gas valves.
 2. Intermittent pilot ignition.
 3. Electronic-spark ignition system.
 4. High-limit cutout.
 5. Forced-draft proving switch.
- H. Economizer Control: Return- and outside-air dampers, outside-air filter, 100% outside air economizer and 100% fully modulating centrifugal power exhaust. electronic-control system with adjustable mixed-air thermostat and automatic changeover.

2.3 ROOF CURBS

- A. Manufacturer's standard, insulated with corrosion-protection coating, gasketing, factory-installed wood nailer, according to NRCA standards.
 1. Curb Height: Minimum 16 inches (400 mm).
 2. Isolation Curb: Rigid upper and lower steel structure with vibration isolation springs and vertical and horizontal seismic restraints; with elastomeric waterproof membrane. 2-inch (50-mm) static deflection.

2.4 MOTORS

- A. Refer to Division 15 Section "Motors" for general requirements for factory-installed motors.
- B. Motor Construction: NEMA MG 1, general purpose, continuous duty, Design B.
- C. Enclosure Type: Open, dripproof.

2.5 SOURCE QUALITY CONTROL

- A. Verification of Performance: Rate capacity according to ARI 210/240, "Unitary Air-Conditioning and Air Source Heat Pump Equipment."
- B. Verification of Performance: Rate capacity according to ARI 360, "Commercial and Industrial Unitary Air-Conditioning Equipment."
 - 1. Sound Power Level Ratings: Comply with ARI 270, "Standard for Sound Rating of Outdoor Unitary Equipment."

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine roof for compliance with requirements for conditions affecting installation and performance of rooftop units. Do not proceed with installation until unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. Install units according to manufacturer's written instructions.
- B. Install units level and plumb, maintaining manufacturer's recommended clearances.
- C. Curb Support: Install and secure roof curb on roof structure, level, according to NRCA's written installation instructions. Install and secure rooftop units on curbs and coordinate roof penetrations and flashing with roof construction.
- D. Unit Support: Install unit on structural curbs and level. Coordinate wall penetrations and flashing with wall construction.

3.3 CONNECTIONS

- A. Piping installation requirements are specified in other Division 15 Sections. Drawings indicate the general arrangement of piping, fittings, and specialties. The following are specific connection requirements:
 - 1. Install piping to allow service and maintenance.
 - 2. Gas Piping: Conform to applicable requirements of Division 15 Section "Natural Gas Piping." Connect gas piping to burner, full size of gas train inlet, and provide union with sufficient clearance for burner removal and service.

- B. Duct installation requirements are specified in other Division 15 Sections. Drawings indicate the general arrangement of ducts. The following are specific connection requirements:
 - 1. Install ducts to termination in roof mounting frames. Where indicated, terminate return-air duct through roof structure and insulate space between roof and bottom of unit.
- C. Electrical: Conform to applicable requirements in Division 16 Sections.
- D. Ground equipment.
 - 1. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. Where manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.

3.4 COMMISSIONING

- A. Verify that installation is as indicated and specified.
- B. Complete manufacturer's installation and startup checks and perform the following:
 - 1. Level unit on housekeeping base, and flash curbs to unit and to roof.
 - 2. Inspect for visible damage to unit casing.
 - 3. Inspect for visible damage to furnace combustion chamber.
 - 4. Inspect for visible damage to compressor, air-cooled condenser coil, and fans.
 - 5. Verify that clearances have been provided for servicing.
 - 6. Check that labels are clearly visible.
 - 7. Clean furnace flue and condenser and inspect for construction debris.
 - 8. Verify that controls are connected and operable.
 - 9. Remove shipping bolts, blocks, and tie-down straps.
 - 10. Verify that filters are installed.
 - 11. Adjust vibration isolators.
 - 12. Connect and purge gas line.
 - 13. Check that burner and controls are suitable to operate at temperatures as low as **minus 40 deg F (minus 40 deg C)**.
 - 14. Check acoustic insulation.
 - 15. Check operation of barometric dampers.
- C. Lubricate bearings on fan.
- D. Check fan-wheel rotation for correct direction without vibration and binding.
- E. Adjust fan belts to proper alignment and tension.
- F. Start unit according to manufacturer's written instructions.
 - 1. Perform starting of refrigeration in summer only.
 - 2. Complete startup sheets and attach signed copy with Contractor's startup report.
- G. Check and record performance of interlocks and protection devices; verify sequences.
- H. Operate unit for an initial period as recommended or required by manufacturer.
- I. Perform the following operations for both minimum and maximum firing, and adjust burner for peak efficiency. Adjust pilot to stable flame.
 - 1. Measure gas pressure on manifold.

2. Measure combustion-air temperature at inlet to combustion chamber.
 3. Measure flue-gas temperature at furnace discharge.
 4. Perform flue-gas analysis. Measure and record flue-gas carbon dioxide and oxygen concentration.
 5. Measure supply-air temperature and volume when burner is at maximum firing rate and when burner is off. Calculate useful heat to supply air.
 6. Check for backdraft under full operation.
- J. Calibrate thermostats.
- K. Adjust and check high-temperature limits.
- L. Check internal isolators.
- M. Check outside-air damper for proper stroke and interlock with return-air dampers.
- N. Check controls for correct sequencing of heating, mixing dampers, refrigeration, and normal and emergency shutdown.
- O. Start refrigeration and measure and record the following:
1. Coil leaving-air, dry- and wet-bulb temperatures.
 2. Coil entering-air, dry- and wet-bulb temperatures.
 3. Outside-air, dry-bulb temperature.
 4. Air-cooled-condenser, discharge-air, dry-bulb temperature.
- P. Measure and record the following minimum and maximum airflows. Plot fan volumes on fan curve.
1. Supply-air volume.
 2. Return-air volume.
 3. Relief-air volume.
 4. Outside-air intake volume.
- Q. Simulate maximum cooling demand and check the following:
1. Compressor refrigerant suction and hot-gas pressures.
 2. Short circuiting air through condenser or from condenser to outside-air intake.
- R. Verify operation of remote panel, including pilot-light operation and failure modes. Check the following:
1. High-limit heat exchanger.
 2. Warm-up for morning cycle.
 3. Freezestat operation.
 4. Free-cooling mode, outside-air changeover.
 5. Alarms.
- S. After starting and performance testing, change filters, vacuum heat exchanger and cooling and condenser coils, lubricate bearings, adjust belt tension, and check operation of power vents.

3.5 DEMONSTRATION

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel as specified below:

1. Train Owner's maintenance personnel on procedures and schedules related to startup and shutdown, troubleshooting, servicing, and preventive maintenance.
2. Review data in the maintenance manuals. Refer to Division 1.
3. Schedule training with Owner, through Architect, with at least 7 days' advance notice.

END OF SECTION 15784

SECTION 15815 - METAL DUCTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Requirements of the following Division 15 Sections apply to this section:
 - 1. "Basic Mechanical Requirements."
 - 2. "Basic Mechanical Materials and Methods."

1.2 SUMMARY

- A. This Section includes rectangular, round, and flat-oval metal ducts and plenums for heating, ventilating, and air conditioning systems in pressure classes from minus 2 inches to plus 10 inches water gage.
- B. Related Sections: The following sections contain requirements that relate to this Section:
 - 1. Division 15 Section "Mechanical Insulation" for exterior duct and plenum insulation.
 - 2. Division 15 Section "Duct Accessories" for flexible duct materials, dampers, duct-mounted access panels and doors, and turning vanes.
 - 3. Division 15 Section "Diffusers, Registers, and Grilles."
 - 4. Division 15 Section "Automatic Temperature Controls" for automatic volume control dampers and operators.
 - 5. Division 15 Section "Testing, Adjusting, and Balancing."

1.3 DEFINITIONS

- A. Sealing Requirements Definitions: For the purposes of duct systems sealing requirements specified in this Section, the following definitions apply:
 - 1. Seams: A seam is defined as joining of two longitudinally (in the direction of airflow) oriented edges of duct surface material occurring between two joints. All other duct surface connections made on the perimeter are deemed to be joints.
 - 2. Joints: Joints include girth joints; branch and subbranch intersections; so-called duct collar tap-ins; fitting subsections; louver and air terminal connections to ducts; access door and access panel frames and jambs; duct, plenum, and casing abutments to building structures.

1.4 SYSTEM PERFORMANCE REQUIREMENTS

- A. The duct system design, as indicated, has been used to select and size air moving and distribution equipment and other components of the air system. Changes or alterations to the layout or configuration of the duct system must be specifically approved in writing. Accompany requests for layout modifications with calculations showing that the proposed layout will provide the original design results without increasing the system total pressure.

1.5 SUBMITTALS

- A. General: Submit the following in accordance with Conditions of Contract and Division 1 Specification Sections.
- B. Duct shop drawings and duct work coordination drawings shall not be submitted to the architect, but shall be available at the job site for coordination, with the exception of exposed ducts in finished areas. Submit shop drawings to Architect showing exposed ducts in all finished areas.
- C. Product data including details of construction relative to materials, dimensions of individual components, profiles, and finishes for the following items:
 - 1. Duct Liner.
 - 2. Sealing Materials.
 - 3. Fire-Stopping Materials.
- D. Record drawings including duct systems routing, fittings details, reinforcing, support, and installed accessories and devices, in accordance with Division 15 Section "Basic Mechanical Requirements" and Division 1.
- E. Maintenance data for volume control devices, fire dampers, and smoke dampers, in accordance with Division 15 Section "Basic Mechanical Requirements."

1.6 QUALITY ASSURANCE

- A. Qualify welding processes and welding operators in accordance with AWS D1.1 "Structural Welding Code - Steel" for hangers and supports and AWS D9.1 "Sheet Metal Welding Code."
- B. Qualify each welder in accordance with AWS qualification tests for welding processes involved. Certify that their qualification is current.
- C. NFPA Compliance: Comply with the following NFPA Standards:
 - 1. NFPA 90A, "Standard for the Installation of Air Conditioning and Ventilating Systems," except as indicated otherwise.
 - 2. NFPA 96, "Standard for the Installation of Equipment for the Removal of Smoke and Grease-Laden Vapors for Commercial Cooking Equipment," Chapter 3, "Duct System," for kitchen hood duct systems, except as indicated otherwise.

1.7 DELIVERY, STORAGE, AND HANDLING

- A. Deliver sealant and fire-stopping materials to site in original unopened containers or bundles with labels informing about manufacturer, product name and designation, color, expiration period for use, pot life, curing time, and mixing instructions for multi-component materials.
- B. Store and handle sealant fire-stopping materials in compliance with manufacturers' recommendations to prevent their deterioration or damage due to moisture, high or low temperatures, contaminants, or other causes.
- C. Deliver and store stainless steel sheets with mill-applied adhesive protective paper, maintained through fabrication and installation.

- D. Store duct liner to protect from moisture. Wet duct liner, even though dried, must be replaced with new material. No exceptions.

PART 2 - PRODUCTS

2.1 SHEET METAL MATERIALS

- A. Sheet Metal, General: Provide sheet metal in thicknesses indicated (minimum 26 gauge), packaged and marked as specified in ASTM A 700.
- B. Galvanized Sheet Steel: Lock-forming quality, ASTM A 527, Coating Designation G 90. Provide mill phosphatized finish for exposed surfaces of ducts exposed to view.
- C. Reinforcement Shapes and Plates: Unless otherwise indicated, provide galvanized steel reinforcing where installed on galvanized sheet metal ducts. For aluminum and stainless steel ducts provide reinforcing of compatible materials.
- D. Tie Rods: Galvanized steel, 1/4-inch minimum diameter for 36-inch length or less; 3/8-inch minimum diameter for lengths longer than 36 inches.

2.2 DUCT LINER

- A. General: Comply with NFPA Standard 90A and TIMA Standard AHC-101.
- B. Materials: ASTM C 1071, Type II, fiberglass duct liner with acrylic coated surface exposed to airstream to prevent erosion of glass fibers and treated with EPA registered anti-microbial agent proven to resist microbial growth as determined by ASTM G21 and G22.
 - 1. Thickness: 1 inch.
 - 2. Density: 3 pounds.
 - 3. Thermal Performance: "K-Factor" equal to 0.28 or better, at a mean temperature of 75 deg F, ASTM C 518.
 - 4. Noise Reduction Coefficient: 0.55 or higher based on "Type A Mounting" and tested in accordance to ASTM C 423. (1.5 pcf, 1" thickness)
 - 5. Fire Hazard Classification: Flame spread rating of not more than 25 without evidence of continued progressive combustion and a smoke developed rating of no higher than 50, when tested in accordance with ASTM C 411.
 - 6. Liner Adhesive: Comply with NFPA Standard 90A and ASTM C 916.
 - 7. Maximum Velocity: 5,000 ft./min.
 - 8. Mechanical Fasteners: Galvanized steel, suitable for adhesive attachment, mechanical attachment, or welding attachment to duct. Provide fasteners that do not damage the liner when applied as recommended by the manufacturer, that do not cause leakage in the duct, and will indefinitely sustain a 50-pound tensile dead load test perpendicular to the duct wall.
 - a. Fastener Pin Length: As required for thickness of insulation, and without projecting more than 1/8 inch into the airstream.
 - b. Adhesive For Attachment of Mechanical Fasteners: Comply with the "Fire Hazard Classification" of duct liner system.

2.3 SEALING MATERIALS

- A. Joint and Seam Sealants, General: The term sealant used here is not limited to materials of adhesive or mastic nature, but also includes tapes and combinations of open weave fabric strips and mastics.
- B. Tape Sealing System: Woven-fiber tape impregnated with a gypsum mineral compound and a modified acrylic/silicone activator to react exothermically with the tape to form a hard, durable, airtight seal.
- C. Joint and Seam Sealant: One-part, nonsag, solvent- release-curing, polymerized butyl sealant complying with FS TT-S-001657, Type I; formulated with a minimum of 75 percent solids.
- D. Flanged Joint Mastics: One-part, acid-curing, silicone elastomeric joint sealants, complying with ASTM C 920, Type S, Grade NS, Class 25, Use O.

2.4 HANGERS AND SUPPORTS

- A. Building Attachments: Concrete inserts, powder actuated fasteners, or structural steel fasteners appropriate for building materials. Do not use powder actuated concrete fasteners for lightweight aggregate concretes or for slabs less than 4 inches thick.
- B. Hangers: Galvanized sheet steel, or round, uncoated steel, threaded rod.
 - 1. Hangers Installed In Corrosive Atmospheres: Electro-galvanized, all-thread rod or hot-dipped- galvanized rods with threads painted after installation.
 - 2. Straps and Rod Sizes: Conform with Tables 4-1, 4-1M, and 4-2 in SMACNA "HVAC Duct Construction Standards," 1995 Edition, for sheet steel width and gage and steel rod diameters.
- C. Duct Attachments: Sheet metal screws, blind rivets, or self-tapping metal screws; compatible with duct materials.
- D. Trapeze and Riser Supports: Steel shapes conforming to ASTM A 36.
 - 1. Where galvanized steel ducts are installed, provide hot-dipped-galvanized steel shapes and plates.
 - 2. For stainless steel ducts, provide stainless steel support materials.
 - 3. For aluminum ducts, provide aluminum support materials, except where materials are electrolytically separated from ductwork.

2.5 RECTANGULAR DUCT FABRICATION

- A. General: Except as otherwise indicated, fabricate rectangular ducts with galvanized sheet steel, in accordance with SMACNA "HVAC Duct Construction Standards," 1995 Edition, Tables 1-3 through 1-25, including their associated details. Conform to the requirements in the referenced standard for metal thickness (minimum 26 gauge), reinforcing types and intervals, tie rod applications, and joint types and intervals.
 - 1. Fabricate rectangular ducts in lengths appropriate to reinforcement and rigidity class required for pressure classification.
 - 2. Provide materials that are free from visual imperfections such as pitting, seam marks, roller marks, stains, and discolorations.
 - 3. All rectangular low velocity supply air, transfer air, relief air, and return air ducts shall be acoustically lined on the inside with 1" thick duct liner unless otherwise

noted. All elbows and fittings shall be insulated. Exterior ducts shall be lined with 2" duct liner. Exhaust air ducts are not to be lined unless otherwise noted.

- B. Crossbreaking or Cross Beading: Crossbreak or bead duct sides that are 19 inches and larger and are 20 gage or less, with more than 10 sq. ft. of unbraced panel area, as indicated in SMACNA "HVAC Duct Construction Standard," Figure 1-8.

2.6 RECTANGULAR DUCT FITTINGS

- A. Fabricate elbows, transitions, offsets, branch connections, and other duct construction in accordance with SMACNA "HVAC Duct Construction Standard," 1995 Edition, Figures 2-1 through 2-18.
 - 1. Elbows:
 - a. Type RE-1 radius elbow with 1-1/2 W radius.
 - b. Type RE-2 square throat elbow with single thickness turning vanes.
 - c. Type RE-5 dual radius elbow.

2.7 SHOP APPLICATION OF LINER IN RECTANGULAR DUCTS

- A. Adhere a single layer of indicated thickness of duct liner with 90 percent coverage of adhesive at liner contact surface area. Multiple layers of insulation to achieve indicated thickness is prohibited.
- B. Apply a coat of adhesive to transverse and longitudinal liner edges.
- C. Butt transverse joints without gaps and coat joint with adhesive.
- D. Fold and compress liner in corners of rectangular ducts or cut and fit to assure butted edge overlapping.
- E. Longitudinal joints in rectangular ducts shall not occur except at corners of ducts, unless the size of the duct and standard liner product dimensions make longitudinal joints necessary.
 - 1. Apply an adhesive coating on longitudinal seams.
- F. Secure liner with mechanical fasteners 4 inches from corners and at intervals not exceeding 12 inches transversely around perimeter; at 3 inches from transverse joints and at intervals not exceeding 18 inches longitudinally.
- G. Secure transversely oriented liner edges facing the airstream with metal nosings that are either channel or "Z" profile or are integrally formed from the duct wall at the following locations:
 - 1. Fan discharge.
 - 2. Intervals of lined duct preceding unlined duct.
- H. Where noted on drawings, secure insulation liner with perforated sheet metal liner of the same gage specified for the duct, secured to ducts with mechanical fasteners that maintain metal liner distance from duct without compressing insulation. Provide 3/32-inch-diameter perforations, with an overall open area of 23 percent.
- I. Terminate liner with duct buildouts installed in ducts to attach dampers, turning vane assemblies, and other devices. Fabricated buildouts (metal hat sections) or other buildout means are optional; when used, secure buildouts to the duct wall with bolts,

screws, rivets, or welds. Terminate liner at fire dampers at connection to fire damper sleeve through fire separation.

2.8 ROUND AND FLAT OVAL DUCT FABRICATION

- A. General: "Basic Round Diameter" as used in this article is the diameter of the size of round duct that has a circumference equal to the perimeter of a given sized of flat oval duct. Except where interrupted by fittings, provide round and flat oval ducts in lengths not less than 12 feet.
- B. Round Ducts: Fabricate round supply ducts with spiral lockseam construction, except where diameters exceed 72 inches. Fabricate ducts having diameters greater than 72 inches with longitudinal butt-welded seams. Comply with SMACNA "HVAC Duct Construction Standards," 1995 Edition, Table 3-2 for galvanized steel gages (minimum 26 gauge).
- C. Flat Oval Ducts: Fabricate flat oval supply ducts with standard spiral lockseams or with butt-welded longitudinal seams in gages (minimum 26 gauge) listed in SMACNA "HVAC Duct Construction Standards," 1995 Edition, Table 3-4.
- D. Single Wall Lined Ducts: All interior exposed low velocity supply air round ducts and fittings shall be double wall or lined with 1" thick duct liner unless noted otherwise.
 - 1. Install the duct liner in accordance with the manufacturer's recommendations.
- E. Double-Wall Insulated Ducts: Fabricate double-wall insulated ducts with an outer shell, insulation, and an inner liner as specified below. Dimensions indicated on internally insulated ducts are nominal inside dimensions.
 - 1. Thermal Conductivity: 0.28 Btu/sq.ft./deg F/inch thickness at 75 deg F mean temperature.
 - 2. Outer Shell: Base outer shell gage on actual outer shell dimensions. Provide outer shell lengths 2 inches longer than inner shell and insulation, and in gages specified above for single-wall duct.
 - 3. Insulation: Unless otherwise indicated, provide 2-inch-thick fiber-glass insulation. Provide insulation ends where internally insulated duct connects to single-wall duct or noninsulated components. The insulation end shall terminate the insulation and reduce the outer shell diameter to the inner liner diameter.
 - 4. Solid Inner Liner: Construct round and flat oval inner liners with solid sheet metal of the gages listed below. For flat oval ducts, the diameter indicated in the table below is the "basic round diameter."
 - 5. Perforated Inner Liner: Construct round and flat oval inner liners with perforated sheet metal of the gages listed below. Provide 3/32-inch-diameter perforations, with an overall open area of 23 percent. For flat oval ducts, the diameter indicated below is the "basic round diameter."
 - a. 3 to 8 inches: 28 gage with standard spiral construction.
 - b. 9 to 42 inches: 28 gage with single-rib spiral construction.
 - c. 44 to 60 inches: 26 gage with single-rib spiral construction.
 - d. 62 to 88 inches: 22 gage with standard spiral construction.
 - 6. Maintain concentricity of liner to outer shell by mechanical means. Retain insulation from dislocation by mechanical means.

2.9 ROUND AND FLAT OVAL SUPPLY AND EXHAUST FITTINGS FABRICATION

- A. 90-Degree Tees and Laterals and Conical Tees: Fabricate to conform to SMACNA "HVAC Duct Construction Standards," 1995 Edition, Figures 3-4 to 3-6 and with metal thicknesses (minimum 26 gauge) specified for longitudinal seam straight duct.
 - 1. Tees: 90° tee with oval to round tap. Conical tees.
- B. Diverging-Flow Fittings: Fabricate with a reduced entrance to branch taps with no excess material projecting from the body onto branch tap entrance.
- C. Elbows: Fabricate in die-formed, gored, pleated, or mitered construction. Fabricate the bend radius of die-formed, gored, and pleated elbows 1.5 times the elbow diameter. Unless elbow construction type is indicated, provide elbows meeting the following requirements:
 - 1. Mitered Elbows: Fabricate mitered elbows with welded construction in gages specified below.
 - a. Mitered Elbows Radius and Number of Pieces: Unless otherwise indicated, construct elbow to comply with SMACNA "HVAC Duct Construction Standards," 1995 Edition, Table 3-1.
 - b. Round Mitered Elbows: Solid welded and with metal thickness listed below for pressure classes from minus 2 inches to plus 2 inches:
 - 1) 3 to 26 inches: 24 gage.
 - 2) 27 to 36 inches: 22 gage.
 - 3) 37 to 50 inches: 20 gage.
 - 4) 52 to 60 inches: 18 gage.
 - 5) 62 to 84 inches: 16 gage.
 - c. Round Mitered Elbows: Solid welded and with metal thickness listed below for pressure classes from 2 inches to 10 inches:
 - 1) 3 to 14 inches: 24 gage.
 - 2) 15 to 26 inches: 22 gage.
 - 3) 27 to 50 inches: 20 gage.
 - 4) 52 to 60 inches: 18 gage.
 - 5) 62 to 84 inches: 16 gage.
 - d. Flat Oval Mitered Elbows: Solid welded and with the same metal thickness as longitudinal seam flat oval duct.
 - e. 90-Degree, 2-Piece, Mitered Elbows: Use only for supply systems, or exhaust systems for material handling classes A and B; and only where space restrictions do not permit the use of 1.5 bend radius elbows. Fabricate with a single-thickness turning vanes.
 - 2. Round Elbows - 8 Inches and Smaller: Die-formed or stamped elbows for 45- and 90-degree elbows and pleated elbows for 30, 45, 60, and 90 degrees only. Fabricate nonstandard bend angle configurations or 1/2-inch-diameter (e.g. 3-1/2- and 4-1/2-inch) elbows with gored or segmented construction.
 - 3. Round Elbows - 9 Through 14 Inches: Gored or segmented or pleated elbows for 30, 45, 60, and 90 degrees, except where space restrictions require a mitered elbow. Fabricate nonstandard bend angle configurations or 1/2-inch-diameter (e.g. 9-1/2- and 10-1/2-inch) elbows with gored or segmented construction.
 - 4. Round Elbows - Larger Than 14 Inches and All Flat Oval Elbows: Gored or segmented elbows, except where space restrictions require a mitered elbow.
 - 5. Die-Formed or Stamped Elbows for Sizes Through 8 Inches and All Pressures: 20 gage with 2-piece welded construction.
 - 6. Round Gored or Segmented Elbows Gages: Same as for nonelbow fittings specified above.
 - 7. Flat Oval Elbows Gages: Same as longitudinal seam flat oval duct.

8. Pleated Elbows Sizes Through 14 Inches and Pressures Through 10 Inches: 26 gage.
- D. Single Wall Lined Ducts: All interior exposed low velocity supply air round ducts and fittings shall be double wall or lined with 1" thick duct liner unless noted otherwise.
 1. Install the duct liner in accordance with the manufacturer's recommendations.
- E. Double-Wall Insulated Fittings: Fabricate double-wall insulated fittings with an outer shell, insulation, and an inner liner as specified below. Dimensions indicated on internally insulated ducts are nominal inside dimensions.
 1. Thermal Conductivity: 0.28 Btu/sq.ft./deg F/inch thickness at 75 deg F mean temperature.
 2. Outer Shell: Base outer shell gage on actual outer shell dimensions. Provide outer shell lengths 2 inches longer than inner shell and insulation. Gages for outer shell shall be same as for uninsulated fittings specified above.
 3. Insulation: Unless otherwise indicated, provide 2-inch-thick fiber-glass insulation. Provide insulation ends where internally insulated duct connects to single-wall duct or noninsulated components. The insulation end shall terminate the insulation and reduce the outer shell diameter to the nominal single-wall size.
 4. Solid Inner Liner: Construct round and flat oval inner liners with solid sheet metal of the gages listed below. For flat oval ducts, the diameter indicated in the table below is the "basic round diameter."
 5. Perforated Inner Liner: Construct round and flat oval inner liners with perforated sheet metal of the gages listed below. Provide 3/32-inch-diameter perforations, with an overall open area of 23 percent. For flat oval ducts, the diameter indicated in the table below is the "basic round diameter."
 - a. 3 to 34 inches: 24 gage.
 - b. 35 to 58 inches: 22 gage.
 - c. 60 to 88 inches: 20 gage.
 6. Maintain concentricity of liner to outer shell by mechanical means. Retain insulation from dislocation by mechanical means.

PART 3 - EXECUTION

3.1 DUCT INSTALLATION, GENERAL

- A. Duct System Pressure Class: Construct and install each duct system for the specific duct pressure classification indicated.
 1. High pressure supply duct between fan unit and terminal boxes: 6 inches w.g. positive.
 2. Low pressure supply duct between fan units and room outlets: 3 inches w.g. positive.
 3. Low pressure supply duct between terminal boxes and room outlets: 1 inch w.g. positive.
 4. Exhaust air duct when fan rated at 2 inches w.g. sp or lower, return air duct, transfer air duct, combustion air duct, outside air duct: 2 inches w.g. negative.
 5. Laboratory exhaust air duct: 2 inches w.g. negative.
- B. Install ducts with the fewest possible joints.
- C. Use fabricated fittings for all changes in directions, changes in size and shape, and connections.

- D. Install couplings tight to duct wall surface with projections into duct at connections kept to a minimum.
- E. Locate ducts, except as otherwise indicated, vertically and horizontally, parallel and perpendicular to building lines; avoid diagonal runs. Install duct systems in shortest route that does not obstruct useable space or block access for servicing building and its equipment.
- F. Install ducts close to walls, overhead construction, columns, and other structural and permanent enclosure elements of building.
- G. Provide clearance of 1 inch where furring is shown for enclosure or concealment of ducts, plus allowance for insulation thickness, if any.
- H. Install insulated ducts with 1-inch clearance outside of insulation.
- I. Conceal ducts from view in finished and occupied spaces by locating in mechanical shafts, hollow wall construction, or above suspended ceilings. Do not encase horizontal runs in solid partitions, except as specifically shown.
- J. Coordinate layout with suspended ceiling and lighting layouts and similar finished work.
- K. Electrical Equipment Spaces: Route ductwork to avoid passing through transformer vaults and electrical equipment spaces and enclosures.
- L. Non-Fire-Rated Partition Penetrations: Where ducts pass through interior partitions and exterior walls, and are exposed to view, conceal space between construction opening and duct or duct insulation with sheet metal flanges of same gage as duct. Overlap opening on 4 sides by at least 1-1/2 inches.
- M. Fire-Rated Penetrations: Comply with Division 7 Section "Firestopping."
- N. Protect lined duct from moisture. Wet duct liner, even though dried, must be replaced. No exceptions.
- O. Install automatic temperature control dampers, air flow measuring stations and other duct mounted devices.
- P. Interior of ducts shall be kept clean. Protect ducts from dust, dirt, debris, etc., by covering exposed ends of ducts during storage and construction. Ducts which become dirty shall be cleaned to satisfaction of the Engineer and Owner.

3.2 SEAM AND JOINT SEALING

- A. General: Seal duct seams and joints as follows:
- B. Pressure Classifications Greater Than 3 Inches Water Gage: All transverse joints, longitudinal seams, and duct penetrations.
- C. Pressure Classification 2 and 3 Inches Water Gage: All transverse joints and longitudinal seams and duct penetrations.

- D. Pressure Classification Less than 2 Inches Water Gage: Transverse joints only and duct penetrations.
- E. Seal externally insulated ducts prior to insulation installation.
- F. Ducts exposed to view shall have tape sealer in a neat manner. Paint tape sealer on unpainted ducts to match duct.

3.3 HANGING AND SUPPORTING

- A. Install rigid round, rectangular, and flat oval metal duct with support systems indicated in SMACNA "HVAC Duct Construction Standards," 1995 Edition, Tables 4-1 through 4-3 and Figures 4-1 through 4-9.
- B. Support horizontal ducts within 2 feet of each elbow and within 4 feet of each branch intersection.
- C. Support vertical ducts at a maximum interval of 16 feet and at each floor.
- D. Upper attachments to structures shall have an allowable load not exceeding 1/4 of the failure (proof test) load but are not limited to the specific methods indicated.
- E. Install concrete insert prior to placing concrete.
- F. Install powder actuated concrete fasteners after concrete is placed and completely cured.
- G. Steel roof deck shall not be used to support loads from ductwork or equipment, unless noted otherwise.
- H. Ducts exposed to view shall be supported using threaded rod or some other method that is neat in appearance. Straps are not an acceptable method of hanging ducts that are exposed to view.
- I. Seismic bracing for ducts exposed to view must be neat in appearance. Proposed method shall be submitted to the Architect prior to duct installation.

3.4 CONNECTIONS

- A. Equipment Connections: Connect equipment with flexible connectors in accordance with Division 15 Section "Duct Accessories."
- B. Branch Connections: Comply with SMACNA "HVAC Duct Construction Standards," 1995 Edition, Figures 2-5 and 2-6.
- C. Outlet and Inlet Connections: Comply with SMACNA "HVAC Duct Construction Standards," 1995 Edition, Figures 2-14 through 2-17.
- D. Terminal Units Connections: Comply with SMACNA "HVAC Duct Construction Standards," 1995 Edition, Figure 2-17.

3.5 FIELD QUALITY CONTROL

- A. Disassemble, reassemble, and seal segments of the systems as required to accommodate leakage testing, and as required for compliance with test requirements.
- B. Conduct tests, in the presence of the Architect or Owner's representative, at static pressures equal to the maximum design pressure of the system or the section being tested. If pressure classifications are not indicated, test entire system at the maximum system design pressure. Do not pressurize systems above the maximum design operating pressure. Check duct system for audible leaks. Give 7 days' advanced notice for testing.
- C. Maximum Allowable Leakage: As described in ASHRAE 1997 Handbook, "Fundamentals" Volume, Chapter 32, Table 6 and Figure 14. Comply with requirements for leakage classification 3 for round and flat oval ducts, leakage classification 12 for rectangular ducts in pressure classifications less than and equal to 2 inches water gage (both positive and negative pressures), and leakage classification 6 for pressure classifications greater than 2 inches water gage and less than and equal to 10 inches water gage.
- D. Remake leaking joints as required and apply sealants to achieve specified maximum allowable leakage.
- E. Leakage Test: Perform volumetric measurements and adjust air systems as described in ASHRAE 1995 "HVAC Systems and Applications" Volume, Chapter 34 and ASHRAE 1997 "Fundamentals" Volume, Chapter 14, and Division 15 Section "TESTING, ADJUSTING, AND BALANCING."

3.6 ADJUSTING AND CLEANING

- A. Adjust volume control devices as required by the testing and balancing procedures to achieve required air flow. Refer to Division 15 Section "TESTING, ADJUSTING, AND BALANCING" for requirements and procedures for adjusting and balancing air systems.
- B. Vacuum ducts systems prior to final acceptance to remove dust and debris.

END OF SECTION 15815

SECTION 15820 - DUCT ACCESSORIES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
 - 1. Manual volume control dampers.
 - 2. Turning vanes.
 - 3. Flexible connectors.
 - 4. Flexible ducts.
 - 5. Accessories hardware.

1.3 SUBMITTALS

- A. General: Submit the following in accordance with Conditions of Contract and Division 1 Specification Sections.
- B. Product data including details for materials, dimensions of individual components, profiles, and finishes for the following items:
 - 1. Backdraft dampers.
 - 2. Manual volume control dampers.
 - 3. Duct-mounted access panels and doors.
 - 4. Flexible ducts.
- C. Product Certification: Submit certified test data on dynamic insertion loss; self-noise power levels; and airflow performance data, static pressure loss, and dimensions and weights.

1.4 QUALITY ASSURANCE

- A. NFPA Compliance: Comply with the following NFPA Standards:
 - 1. NFPA 90A, "Standard for the Installation of Air Conditioning and Ventilating Systems."
 - 2. NFPA 90B, "Standard for the Installation of Warm Air Heating and Air Conditioning Systems."

1.5 EXTRA MATERIALS

- A. Furnish extra materials matching products installed as described below, packaged with protective covering for storage and identified with labels describing contents. Deliver extra materials to Owner.
 - 1. Fusible Links: Furnish quantity equal to 10 percent of amount installed.

PART 2 - PRODUCTS

2.1 MANUAL VOLUME CONTROL DAMPERS

- A. General: Provide factory-fabricated volume-control dampers, complete with required hardware and accessories. Stiffen damper blades to provide stability under operating conditions. Provide locking device to hold dampers in a fixed position without vibration. Close duct penetrations for damper components to seal duct consistent with pressure class. Provide end bearings or other seals for ducts with pressure classifications of 3 inches or higher. Extend axles full length of damper blades. Provide bearings at both ends of operating shaft.
- B. Standard Volume Control Dampers: Multiple- or single-blade, parallel- or opposed-blade design as indicated, standard leakage rating, and suitable for horizontal or vertical applications.
 - 1. Steel Frames: Hat-shaped, galvanized-steel channels, minimum of 16 gage, and with mitered and welded corners. Provide frames with flanges where indicated for attaching to walls. Provide flangeless frames where indicated for installation in ducts.
 - 2. Roll-Formed Steel Blades: 16-gage galvanized steel.
 - 3. Blade Axles: Galvanized steel.
 - 4. Tie Bars and Brackets: Galvanized steel.
- C. Jackshaft: 1-inch-diameter, galvanized-steel pipe rotating within a pipe bearing assembly mounted on supports at each mullion and at each end of multiple damper assemblies. Provide appropriate length and number of mounting to connect linkage of each damper of a multiple damper assembly.
- D. Damper Control Hardware: Zinc-plated, die-cast core with a heavy-gage dial and handle made of 3/32-inch-thick zinc-plated steel, and a 3/4-inch hexagon locking nut. Provide center hole to suit damper operating rod size. Provide elevated platform for insulated duct mounting. Provide gasketing to reduce air leakage.
- E. Concealed Damper Regulators: Provide for each damper located above a non-accessible type ceiling a concealed damper regulator with zinc finished cover plate for field painting. Provide additional hardware such as couplings, bearing, or rods that may be required to connect the concealed damper regulator to the damper.

2.2 TURNING VANES

- A. Fabricate turning vanes according to SMACNA HVAC Duct Construction Standards, Figures 2-2 through 2-7 except trailing edge turning vanes not allowed.
- B. Manufactured Turning Vanes: Fabricate of 1-1/2-inch-wide, curved blades set at 3/4 inch on center, support with bars perpendicular to blades set at 2 inches on center, and set into side strips suitable for mounting in ducts.
- C. Acoustic Turning Vanes: Fabricate of airfoil-shaped aluminum extrusions with perforated faces and fiber glass fill.

2.3 FLEXIBLE CONNECTORS

- A. General: Flame-retarded or noncombustible fabrics, coatings, and adhesives complying with UL Standard 181, Class 1.
- B. Metal-Edged Connectors: Factory-fabricated with a strip of fabric 3-1/2 inches wide attached to 2 strips of 24-gage, galvanized sheet steel or 0.032-gage aluminum sheets. Select metal compatible with connected duct system. Fold and crimp metal edge strips onto fabric as illustrated in SMACNA HVAC Duct Standard, 1st Edition, Figure 2-19.
- C. Indoor System Flexible Connectors Fabric: Glass fabric double coated with polychloroprene.
 - 1. Minimum Weight: 26 oz. per sq yd.
 - 2. Tensile Strength: 480 lb per inch in the warp and 360 lb per inch in the filling.

2.4 FLEXIBLE DUCTS

- A. General: Comply with UL 181, Class 1.
- B. Flexible Ducts - Insulated: Factory-fabricated, insulated, corrugated aluminum, round duct, with an outer jacket enclosing 1-1/2-inch-thick, glass fiber insulation around a continuous inner liner.
 - 1. Outer Jacket: Glass-reinforced, silver mylar with a continuous hanging tab, integral fiber glass tape, and nylon hanging cord.
- C. Spin Collars:
 - 1. All round take-offs shall be made with spin collar type with damper. The mounting groove shall be dieformed to assure constant fit control. Balancing dampers shall be furnished with positive adjustable quadrant with locking nut for easy adjustment. Provide shafts to accommodate a concealed damper regulator where located above a non-accessible ceiling.
 - 2. Holes for spin-ins shall be cut with jigged tool for precise opening preparation. Joint shall be sealed air tight per 1985 SMACNA Class C Duct Sealing.

2.5 ACCESSORIES HARDWARE

- A. Instrument Test Holes: Cast iron or cast aluminum to suit duct material, including screw cap and gasket and a flat mounting gasket. Size to allow insertion of pitot tube and other testing instruments and provide in length to suit duct insulation thickness.
- B. Splitter Damper Accessories: Zinc-plated damper blade bracket, 1/4-inch, zinc-plated operating rod, and a duct-mounted, ball-joint bracket with flat rubber gasket and square-head set screw.
- C. Flexible Duct Clamps: Stainless steel band with cadmium-plated hex screw to tighten band with a worm-gear action. Provide in sizes from 3 to 18 inches to suit duct size.
- D. Adhesives: High strength, quick setting, neoprene based, waterproof and resistant to gasoline and grease.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine areas and conditions for compliance with requirements for installation tolerances and other conditions affecting performance of duct accessories. Do not proceed with installation until unsatisfactory conditions are corrected.

3.2 INSTALLATION

- A. Install duct accessories according to manufacturer's installation instructions and applicable portions of details of construction as shown in SMACNA standards.
- B. Install volume control dampers in lined duct with methods to avoid damage to liner and to avoid erosion of duct liner.
- C. Provide test holes at fan inlet and outlet and elsewhere as indicated.
- D. Install fire and smoke dampers according to the manufacturer's UL-approved printed instructions.
- E. Install fusible links in fire dampers.
- F. Label fire damper, smoke damper, and combination fire/smoke damper access doors according to IMC-Current with letters not less than 1/2 inch in height reading "FIRE DAMPER", "SMOKE DAMPER", or "FIRE/SMOKE DAMPER."
- G. Maximum allowable length of flex duct shall be 3'-0" at diffuser terminations.
- H. Provide duct-mounted access doors as required for access at each fire damper, smoke damper, combination fire/smoke damper and ceiling fire damper, motorized control damper.

3.3 ADJUSTING

- A. Adjust duct accessories for proper settings.
- B. Adjust fire and smoke dampers for proper action.
- C. Final positioning of manual dampers is specified in Division 15 Section "Testing, Adjusting, and Balancing."

END OF SECTION 15820

SECTION 15855 - AIR OUTLETS AND INLETS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.

1.2 DESCRIPTION OF WORK

- A. Extent of air outlets and inlets work is indicated by drawings and schedules, and by requirements of this section.
- B. Types of outlets and inlets required for project include the following:
 - 1. Ceiling air diffusers and grilles.

1.3 QUALITY ASSURANCE

- A. Codes and Standards:
 - 1. ARI Compliance: Test and rate air outlets and inlets in accordance with ARI 650 "Standard for Air Outlets and Inlets".
 - 2. ASHRAE Compliance: Test and rate air outlets and inlets in accordance with ASHRAE 70 "Method of Testing for Rating the Air Flow Performance of Outlets and Inlets".
 - 3. ADC Compliance: Test and rate air outlets and inlets in certified laboratories under requirements of ADC 1062 "Certification, Rating and Test Manual".
 - 4. ADC Seal: Provide air outlets and inlets bearing ADC Certified Rating Seal.
 - 5. NFPA Compliance: Install air outlets and inlets in accordance with NFPA 90A "Standard for the Installation of Air Conditioning and Ventilating Systems".

1.4 SUBMITTALS

- A. Product Data: Submit manufacturer's technical product data for air outlets and inlets including the following:
 - 1. Schedule of air outlets and inlets indicating drawing designation, room location, number furnished, model number, size, and accessories furnished.
 - 2. Data sheet for each type of air outlet and inlet, and accessory furnished; indicating construction, finish, and mounting details.
 - 3. Performance data for each type of air outlet and inlet furnished, including aspiration ability, temperature and velocity traverses; throw and drop; and noise criteria ratings. Indicate selections on data.
- B. Maintenance Data: Submit maintenance data, including cleaning instructions for finishes, and spare parts lists. Include this data, product data, and shop drawings in maintenance manuals.

1.5 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Deliver air outlets and inlets wrapped in factory-fabricated fiber-board type containers. Identify on outside of container type of outlet or inlet and location to be installed. Avoid crushing or bending and prevent dirt and debris from entering and settling in devices.
- B. Store air outlets and inlets in original cartons and protect from weather and construction work traffic. Where possible, store indoors; when necessary to store outdoors, store above grade and enclose with waterproof wrapping.

PART 2 - PRODUCTS

2.1 CEILING AIR DIFFUSERS AND GRILLES

- A. General: Except as otherwise indicated, provide manufacturer's standard ceiling air diffusers and grilles where shown; of size, shape, capacity and type indicated; constructed of materials and components as indicated, and as required for complete installation.
- B. Performance: Provide ceiling air diffusers and grilles that have, as minimum, temperature and velocity traverses, throw and drop, and noise criteria ratings for each size device as listed in manufacturer's current data.
- C. Ceiling Compatibility: Provide diffusers and grilles with border styles that are compatible with adjacent ceiling systems, and that are specifically manufactured to fit into ceiling module with accurate fit and adequate support. Refer to general construction drawings and specifications for types of ceiling systems which will contain each type of ceiling air diffuser.
- D. Types: Provide ceiling diffusers and grilles of type, capacity, and with accessories and finishes as listed on diffuser and grille schedule.
 - 1. Diffuser and Grille Finishes:
 - a. Diffuser and grille finishes shall be baked enamel unless noted otherwise. Color is to be selected by the Architect.
- E. Manufacturer: Subject to compliance with requirements, provide diffusers of one of the following:
 - 1. Air Guide.
 - 2. Anemostat Products Div.; Dymanics Corp. of America.
 - 3. Carnes Co.; Div. of Wehr Corp.
 - 4. E.H. Price Co.
 - 5. J and J Register.
 - 6. Krueger Mfg. Co.
 - 7. Titus Products Div.; Philips Industries, Inc.
 - 8. Tuttle & Bailey; Div. of Interpace Corp.
 - 9. Nailor.

PART 3 - EXECUTION

3.1 INSPECTION

- A. Examine areas and conditions under which air outlets and inlets are to be installed. Do not proceed with work until unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. General: Install air outlets and inlets in accordance with manufacturer's written instructions and in accordance with recognized industry practices to insure that products serve intended function.
- B. Coordinate with other work, including ductwork and duct accessories, as necessary to interface installation of air outlets and inlets with other work.
- C. Locate ceiling air diffusers, registers, and grilles, as indicated on general construction "Reflected Ceiling Plans". Unless otherwise indicated, locate units in center of acoustical ceiling module.

3.3 SPARE PARTS

- A. Furnish to Owner, with receipt, 3 operating keys for each type of air outlet and inlet that require them.

END OF SECTION 15855

SECTION 15900 – BUILDING MANAGEMENT AND CONTROL SYSTEM

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Scope of Work: (Base Bid, Yamas Controls)
 - 1. Provide new Building Management and Control System (BMCS) to replace the existing system in its entirety.
 - a. New BMCS shall be based upon the current Yamas , Inc. offering.
 - 2. Replace all existing pneumatic controllers, sensors, thermostats, relays and actuators with new DDC controls.
 - a. Provide new sensors, actuators and miscellaneous field devices as required to be compatible with the new Yamas System.
 - 3. Some, but not necessarily all of the items to be replaced include:
 - a. Removal of existing Global Control Module (GCM) replacing it with a new Universal Network Controller (UNC).
 - b. Provide ASD driver to allow the existing Network 8000 to communicate and operate under the new UNC.
 - c. Provide new Microzone II controllers to replace existing LCMs.
 - 4. Provide new DDC controllers to replace all existing pneumatic controllers.
 - 5. Provide new Yamas compatible sensors to replace pneumatic sensors.
 - 6. Provide new electric actuators to replace all existing pneumatic actuators.
 - 7. Provide WEB Browser Services to allow access from any client's WEB Browser on the Campus's Wide Area Network (WAN).
 - 8. Provide all necessary hardware and software engineering and programming for new UNC, ASD Driver, controllers, and WEB Services.
 - a. Software engineering and programming to include but not be limited to:
 - 1) Creating new system graphics. Work with engineer and owner to create screens that show correct flow diagrams with appropriate dynamic data and control points for each major and minor system.
 - 2) Providing new time schedules (adjustable from Clients WEB Browser) for each system as directed by the engineer.
 - 3) Provide all necessary ASD/Network 8000 programming needed to monitor and control existing MicroZone II, PEM-1, and HPFC type controllers.
 - b. All operating and communication software shall be LonMark/LonWorks compliant along with complete compatibility with standard Ethernet interconnectability.
 - c. Provide all startup, test and commissioning services.
 - 9. Provide complete graphical package, including all system graphics for all existing as well as new systems. Graphics to include static diagrams of all major and minor mechanical systems (heating, cooling, fan, vav box, heat pumps etc.) using floor plan layouts, flow diagrams and unoccupied override status etc. Dynamic elements on static graphic to indicate commanded as well as status (on/off, alarm/normal etc.) condition, and analog

- values (temperatures, pressures, actuator positions etc.) of all monitored and controlled points.
10. Provide communication lines for both existing and new DDC Controllers.
 11. Provide new DDC Controllers as required to monitor and control new HVAC equipment.
- B. Scope of Work: (Alternate Bid, Alerton Controls)
1. Provide new Building Management and Control System (BMCS) to replace the existing system in its entirety.
 - a. New BMCS shall be based upon the Alerton Envision for BACtalk.
 2. Replace all existing pneumatic controllers, sensors, thermostats, relays and actuators with new DDC controls.
 - a. Provide new sensors, actuators and miscellaneous field devices as required to be compatible with the new Alerton System.
 3. Provide new DDC controllers to replace all existing pneumatic controllers.
 4. Provide new Alerton compatible sensors to replace pneumatic sensors.
 5. Provide new electric actuators to replace all existing pneumatic actuators.
 6. Provide WEB Browser Services to allow access from any client's WEB Browser on the Campus's Wide Area Network (WAN).
 7. Provide all software engineering and programming to include but not be limited to:
 - a. Creating new system graphics. Work with engineer and owner to create screens that show correct flow diagrams with appropriate dynamic data and control points for each major and minor system.
 - b. Providing new time schedules (adjustable from Clients WEB Browser) for each system as directed by the engineer.
 - c. All operating and communication software shall be BACnet compliant along with complete compatibility with standard Ethernet interconnectability.
 - d. Provide all startup, test and commissioning services.
 8. Provide complete graphical package, including all system graphics for all existing as well as new systems. Graphics to include static diagrams of all major and minor mechanical systems (heating, cooling, fan, vav box, heat pumps etc.) using floor plan layouts, flow diagrams and unoccupied override status etc. Dynamic elements on static graphic to indicate commanded as well as status (on/off, alarm/normal etc.) condition, and analog values (temperatures, pressures, actuator positions etc.) of all monitored and controlled points.
 9. Provide communication lines for both existing and new DDC Controllers.
 10. Provide new DDC Controllers as required to monitor and control new HVAC equipment.

1.3 DEFINITIONS

- A. BMCS: Building Management and Control System
- B. DDC: Direct-digital controls.
- C. E/P: Electronic to Pneumatic
- D. LAN: Local area network.

1.4 SYSTEM DESCRIPTION

- A. Control system consists of sensors, indicators, actuators, final control elements, interface equipment, other apparatus, accessories, and software connected to distributed controllers

operating in multi-user, multitasking environment on token-passing network and programmed to control mechanical HVAC systems.

1.5 SUBMITTALS

- A. Product Data: Include manufacturer's technical literature for each control device. Indicate dimensions, capacities, performance characteristics, electrical characteristics, finishes for materials, and installation and startup instructions for each type of product indicated.
 - 1. Each control device labeled with setting or adjustable range of control.
- B. Shop Drawings: Detail equipment assemblies and indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
 - 1. Schematic flow diagrams showing fans, pumps, coils, dampers, valves, and control devices.
 - 2. Wiring Diagrams: Power, signal, and control wiring. Differentiate between manufacturer-installed and field-installed wiring.
 - 3. Written description of sequence of operation.
 - 4. Schedule of dampers including size, leakage, and flow characteristics.
 - 5. Schedule of valves including leakage and flow characteristics.
 - 6. Trunk cable schematic showing programmable control unit locations and trunk data conductors.
 - 7. Listing of connected data points, including connected control unit and input device.
 - 8. System graphics indicating monitored systems, data (connected and calculated) point addresses, and operator notations.
 - 9. System configuration showing peripheral devices, batteries, power supplies, diagrams, modems, and interconnections.
- C. Software and Firmware Operational Documentation: Include the following:
 - 1. Software operating and upgrade manuals.
 - 2. Program Software Backup: On a compact disc, complete with data files.
 - 3. Device address list.
 - 4. Printout of software application and graphic screens.
 - 5. Software license required by and installed for DDC workstations and control systems.
- D. Software Upgrade Kit: For Owner to use in modifying software to suit future monitoring and control revisions.
- E. Field Test Reports: Indicate and interpret test results for compliance with performance requirements. Reports to include trend logs and graphical representation of trended data.
- F. Maintenance Data: For systems to include in maintenance manuals specified in Division 1. Include the following:
 - 1. Maintenance instructions and lists of spare parts for each type of control device.
 - 2. Interconnection wiring diagrams with identified and numbered system components and devices.
 - 3. Keyboard illustrations and step-by-step procedures indexed for each operator function.
 - 4. Inspection period, cleaning methods, cleaning materials recommended, and calibration tolerances.
 - 5. Calibration records and list of set points.

- G. Qualification Data: For firms and persons specified in "Quality Assurance" Article.
- H. Project Record Documents: Record actual locations of control components, including control units, thermostats, and sensors. Revise Shop Drawings to reflect actual installation and operating sequences.

1.6 QUALITY ASSURANCE

- A. Installer Qualifications: An experienced installer who is an authorized representative of the automatic control system manufacturer for both installation and maintenance of units required for this Project.
- B. Approved Suppliers:
 - 1. Yamas Control Intermountain, Inc.
 - 2. Alerton
- C. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- D. Comply with NFPA90A, "Installation of Air Conditioning and Ventilation Systems."

1.7 COORDINATION

- A. Coordinate location of all thermostats, and other exposed control sensors with plans and room details before installation.
- B. Coordinate equipment with Division 16 Section "Fire Alarm" to achieve compatibility with equipment that interfaces with that system.
- C. Coordinate supply of conditioned electrical circuits for control units and operator workstation.
- D. Coordinate equipment with Owner to achieve compatibility with starter coils and annunciation devices.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Control Systems Components:
 - a. BEC Controls Corp.
 - b. Belimo Aircontrols (USA), Inc.
 - c. Erie Controls.
 - d. Functional Devices Inc.
 - e. General Eastern Instruments, Inc.
 - f. Honeywell, Inc.; Home & Building Control.
 - g. HyCal Sensing Products.

- h. Invensys
 - i. IDEC USA
 - j. Johnson Controls, Inc.; Controls Group.
 - k. Mamac Systems.
 - l. Sensidyne, Inc.
 - m. Veris Industries
 - n. Vulcain Inc.
2. Approved DDC and BMCS Systems :
- a. YAMAS, Inc.
 - b. Alerton Envision for BACTalk.

2.2 DDC EQUIPMENT

- A. Provide new Operator Work Station. Workstation to include but not be limited to the following:
- 1. Processor: Intel Pentium 4 Processor 530 (3.0 GHz or higher).
 - 2. 512MB of 400MHz Non-ECC SDRAM memory
 - 3. Modem: 56K V.90 Data/Fax
 - 4. Network Interface Card: 3Com 10/100 Cat-5
 - 5. Monitor: 17" UltraSharp 1704FPT Flat Panel, Adjustable Stand, VGA/DVI
 - 6. Hard-Disk Drive: 80 GB SATA, 7200 RPM with Data Burst Cache (or larger).
 - 7. 24X Max, Slimline DVD-CDRW Combo Drive with DVD Playback.
 - 8. Mouse: Optical Three button.
 - 9. Operating System: Microsoft Windows XP Professional or later.
 - 10. Microsoft Office
- B. Provide a WEB server capable of translating the BMCS data to WEB pages allowing access to override HVAC and Lighting Control points with appropriate security privileges.
- 1. Access to the WEB will be provided by the Owner.
 - 2. Contractor to provide all programming to access BMCS data, WEB pages and Security functions. Coordinate requirements with building operator.
 - a. Provide complete software packages (IA-Lonn, Signal WS, Workplace Tec, and PSI for the old (Network 8000) and WEB services.
- C. Application Software: Include the following:
- 1. Input/output capability from operator station.
 - 2. Operator system access levels via software password.
 - 3. Database creation and support.
 - 4. Dynamic color graphic displays.
 - 5. Alarm processing.
 - 6. Event processing.
 - 7. Automatic restart of field equipment on restoration of power.
 - 8. Data collection.
 - 9. Graphic development on workstation.
 - 10. Maintenance management.
- D. Control Units: Modular, comprising processor board with programmable, nonvolatile, random-access memory; local operator access and display panel; integral interface equipment; and backup power source.
- 1. Units monitor or control each input/output point; process information; execute commands from other control units, devices, and operator stations; and download from or upload to operator station.

2. Stand-alone mode control functions operate regardless of network status. Functions include the following:
 - a. Global communications.
 - b. Discrete/digital, analog, and pulse input/output.
 - c. Monitoring, controlling, or addressing data points.
 - d. Testing and developing control algorithms without disrupting field hardware and controlled environment.
 3. Local operator interface provides for download from or upload to mobile operator station.
- E. Local Control Units: Modular, comprising processor board with electronically programmable, nonvolatile, read-only memory; and backup power source.
1. Units monitor or control each input/output point; process information; and download from or upload to operator station.
 2. Stand-alone mode control functions operate regardless of network status. Functions include the following:
 - a. Global communications.
 - b. Discrete/digital, analog, and pulse input/output.
 - c. Monitoring, controlling, or addressing data points.
 3. Local operator interface provides for download from or upload to mobile operator station.
- F. Software: Update to latest version of software at Project completion. Include and implement the following capabilities from the control units:
1. Units of Measure: English.

2.3 CONTROL PANELS

- A. Local Control Panels: Unitized existing cabinets where possible. If additional room is required, provide cabinets with suitable brackets for wall or floor mounting, located adjacent to each system under automatic control.
- B. Fabricate panels of 0.06 thick, furniture-quality steel, or extruded-aluminum alloy, totally enclosed, with hinged doors and keyed lock and with manufacturer's standard shop-painted finish.
1. Panel-Mounted Equipment: Temperature and humidity controllers, relays, and automatic switches; except safety devices. Mount devices with adjustments accessible through front of panel.
 2. Wiring Diagrams: Provide laminated-plastic control diagrams, which schematically show system being controlled. Include all wiring diagram with associated system.

2.4 SENSORS

- A. Electronic Sensors: Vibration and corrosion resistant; for wall, immersion, or duct mounting as required.
1. Resistance Temperature Detectors:
 - a. Accuracy: Plus or minus 0.36 °F at calibration point.
 - b. Wire: Twisted, shielded-pair cable.
 - c. Insertion Elements in Ducts: Single point, 8 inches long; use where not affected by temperature stratification or where ducts are smaller than 9 sf.
 - d. Averaging Elements in Ducts: 72 inches long, flexible; use where prone to temperature stratification or where ducts are larger than 9 sq. ft. as required.

- e. Insertion Elements for Liquids: Brass socket with minimum insertion length of 2-1/2 inches.
- f. Room Sensors: Plastic cover with temperature reset where indicated.
- g. Outside-Air Sensors: Watertight inlet fitting, shielded from direct sunlight.

B. Equipment operation sensors as follows:

- 1. Status Inputs for Electric Motors: Current-sensing relay with current transformers, adjustable and set to 175 percent of rated motor current.

2.5 ACTUATORS

- A. Electronic Damper and Large-Valve Actuators: Direct-coupled type designed for minimum 60,000 full-stroke cycles at rated torque.
 - 1. Valves: Size for torque required for valve close-off at maximum pump differential pressure.
 - 2. Dampers: Size for running torque calculated as follows:
 - a. Parallel-Blade Damper with Edge Seals: 7 inch-pounds/sq. ft. of damper.
 - b. Opposed-Blade Damper with Edge Seals: 5 inch-pounds/sq. ft. of damper.
 - 3. Coupling: V-bolt and V-shaped, toothed cradle.
 - 4. Overload Protection: Electronic overload or digital rotation-sensing circuitry.
 - 5. Fail-Safe Operation: Mechanical, spring-return mechanism. Provide external, manual gear release on non-spring-return actuators.
 - 6. Power Requirements (Two-Position Spring Return): 24 V ac.
 - 7. Power Requirements (Modulating): Maximum 10 VA at 24-V ac or 8 W at 24-V dc.
 - 8. Proportional Signal: 2- to 10-V dc or 4 to 20 mA, and 2- to 10-V dc position feedback signal.
 - 9. Temperature Rating: Minus 22 to plus 122° F.
 - 10. Run Time: 60 seconds.

2.6 CONTROL VALVES

- A. Control Valves: Factory fabricated, of type, body material, and pressure class based on maximum pressure and temperature rating of piping system, unless otherwise indicated. Provide new Chilled Water Valves, reuse existing
- B. Characterized Ball Valves ½ to 2"
 - 1. Stem – stainless steel
 - 2. Seats – Fiberglass reinforced Teflon PTFE
 - 3. Characterized disk – TEFZEL
 - 4. Packing – 2 EPDM O-rings, lubricated
 - 5. Pressure rating 600 psi (½" to 1 ¼") and 400 psi (1 ½" to 2").
 - 6. Close off Pressure 200 psi
- C. Steam Valves
 - 1. Body: Iron
 - 2. Stem: 316 Stainless Steel
 - 3. Plug: Bronze
 - 4. Packing: TFE V-ring
 - 5. ANSI Class 125 Flanged

- D. Terminal Unit Control Valves: Bronze body, bronze trim, two- or three-port as indicated, replaceable plugs and seats, union and threaded ends.
 - 1. Rating: Class125 for service at 125 psig and 250 F operating conditions.
 - 2. Sizing: 3-psig maximum pressure drop at design flow rate, to close against pump shutoff head.
 - 3. Flow Characteristics: Two-way valves shall have equal percentage characteristics; three-way valves shall have linear characteristics.

2.7 CONTROL CABLE

- A. Network jacks are to be provided and installed at all DDC panels for portable workstation communication. If additional or different communication cable is required by manufacturer, it shall be installed at no additional cost to the Owner.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that conditioned power is available to all control units. Use existing power from old control panels.
- B. Verify that all existing control systems are in working order.
 - 1. Note those that are not working properly to the engineer for remediation.

3.2 INSTALLATION

- A. Install equipment level and plumb.
- B. Install software in control units and operator workstations.
- C. Implement all features of programs to specified requirements and as appropriate to meet existing sequences of operation.
- D. Connect and configure equipment and software to achieve the specified sequence of operation.
- E. Verify location of existing thermostats. New sensors are to be installed at existing thermostat locations and at new locations as shown on mechanical drawings.
- F. All control wiring to be concealed and installed in conduit whenever possible. Coordinate and obtain approval with engineer for any exposed control wiring prior to installation.
- G. Locate new sensors 60 inches above the floor.
- H. Install averaging elements in ducts and plenums in crossing or zigzag pattern.
- I. Install damper motors on outside of duct.
- J. Install labels and nameplates to identify control components according to Division 15 Section "Basic Mechanical Materials and Methods."
- K.

3.3 ELECTRICAL WIRING AND CONNECTION INSTALLATION

- A. Install raceways, boxes, and cabinets according to Division 16 Section "Raceways and Boxes."
- B. Install building wire and cable according to Division 16 Section "Conductors and Cables."
- C. Install signal and communication cable according to Division 16 Section "Control/Signal Transmission Media."
 - 1. Conceal cable, except in mechanical rooms and areas where other conduit and piping are exposed.
 - 2. Install exposed cable in raceway.
 - 3. Install concealed cable in raceway.
 - 4. Bundle and harness multiconductor instrument cable in place of single cables where several cables follow a common path.
 - 5. Fasten flexible conductors, bridging cabinets and doors, along hinge side to protect against abrasion. Tie and support conductors.
 - 6. Number-code or color-code conductors for future identification and service of control system, except local individual room control cables.
- D. Connect manual-reset limit controls independent of manual-control switch positions.
- E. Connect hand-off-auto selector switches to override automatic interlock controls when switch is in hand position.

3.4 CONNECTIONS

- A. Ground equipment.
 - 1. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.

3.5 FIELD QUALITY CONTROL

- A. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including piping and electrical connections. Report results in writing.
 - 1. Operational Test: After electrical circuitry has been energized, start units to confirm proper unit operation. Remove malfunctioning units, replace with new units, and retest.
 - 2. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment, and retest.
 - 3. Calibration test electronic controllers by disconnecting input sensors and stimulating operation with compatible signal generator.
- B. Engage a factory-authorized service representative to perform startup service.
- C. Replace damaged or malfunctioning controls and equipment.
 - 1. Start, test, and adjust control systems.
 - 2. Demonstrate compliance with requirements, including calibration and testing, and control sequences.
 - 3. Adjust, calibrate, and fine tune circuits and equipment to achieve sequence of operation specified.

- D. Verify DDC as follows:
 - 1. Verify software including automatic restart, control sequences, scheduling, reset controls, and occupied/unoccupied cycles.
 - 2. Verify operation of operator workstations (Notebook and PC).
 - 3. Verify local control units including self-diagnostics.

3.6 DEMONSTRATION

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain control systems and components.
 - 1. Train Owner's maintenance personnel on procedures and schedules for starting and stopping, troubleshooting, servicing, and maintaining equipment and schedules.
 - 2. Provide operator training on data display, alarm and status descriptors, requesting data, executing commands, calibrating and adjusting devices, resetting default values, and requesting logs. Include a minimum of 40 hours' dedicated instructor time on-site.
 - 3. Review data in maintenance manuals. Refer to Division 1 Section "Contract Closeout."
 - 4. Review data in maintenance manuals. Refer to Division 1 Section "Operation and Maintenance Data."
 - 5. Schedule training with Owner, through Architect, with at least seven days' advance notice.

3.7 ON-SITE ASSISTANCE

- A. Occupancy Adjustments: Within one year of date of Substantial Completion, provide up to three Project site visits, when requested by Owner, to adjust and calibrate components and to assist Owner's personnel in making program changes and in adjusting sensors and controls to suit actual conditions.

END OF SECTION 15900

SECTION 15950 - TESTING, ADJUSTING, AND BALANCING; MECHANICAL
O&M MANUALS; AND SYSTEMS COMMISSIONING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work of this section.
- B. Related sections include the following:
 - 1. Division 1 Section "Quality Control" for (general requirements of testing agencies).
 - 2. Division 15 Sections specify balancing devices and their installation, and materials and installations of mechanical systems.
 - 3. Division 15 system sections specifying leak testing requirements and procedures.
 - 4. Division 15 Section "System Commissioning."

1.2 SYSTEM AIR & WATER BALANCE & TESTING

- A. Division 15 shall be responsible for the mechanical system balancing and manuals and shall include in his bid the cost of a Professional Balancing Firm to do the work as outlined. The balancing work shall be under the direction of a Professional Engineer, NEBB--certified TAB supervisor--or AABC--certified TAB supervisor--with experience in balancing systems of similar types and size. Approved balancing companies are R & S Balancing Company, Quality Balancing Co., BTC Services, Diamond Test and Balance, and Certified Testing & Balancing.
- B. The balancing work shall include but not be limited to the following:
 - 1. All system air and water balance work and reports.
- C. The HVAC Sheet Metal Installer & Control Installer are to provide men to assist with problems related to the air and water balance. The Plumbing Installer is to provide men to assist with problems related to the water balance. The Balancing Firm shall provide all other manpower required to accomplish the balancing work.
- D. Professional Balancing Firm shall furnish all necessary tools, scaffolding and ladders that are required and shall provide all required instruments, record all readings and see that any necessary adjustments are made.
- E. Instruments shall be used and applied which are best suited to the system function being tested. Instruments shall be in first class state of repair and will have calibration certified prior to starting the job. Instruments shall be recalibrated during the balancing process if required to prove reliability.
- F. Provide a suitable single line drawing for each fan system. Large fan systems may be broken into suitable zones. Drawings shall be on 8-1/2" X 11" sheets of graph paper with system and zone heading the sheet. Drawings may be free hand but must be neat and legible.

- G. For each system locate on the drawing each main duct damper and each branch duct damper.
- H. Identify each main duct, branch duct, and air outlet by number or letter, together with its required CFM.
- I. Prepare test report sheets coordinated with contract drawings and zone sketch.
- J. Make sure that all calculations and tests are based only on complete equipment data and on approved drawings.
- K. All air and hydronic systems shall be balanced using an applicable proportionate procedure.
- L. After all adjustments are made, a detailed written report shall be prepared and submitted for approval. Final acceptance will not be made until a satisfactory report is received and field verified.
- M. The Owner's representative will field verify the report in the following manner:
 - 1. Select points to be tested at random. (Quantity shall not exceed 10% of total.)
 - 2. Require Balancing firm to read the quantities in his presence.
- N. Air Balancing Procedures:
 - 1. Before any adjustments are made, the systems are to be checked for such items as dirty filters, duct leakage, damper leakage, equipment vibrations, correct damper operation, etc. All fan systems, major duct sections, registers, diffusers, etc., are to be adjusted to deliver design air quantities with plus or minus 10%. Individual air outlets, when one of three or more serve a space, may have a tolerance of 15% above average. Design CFM is based on filters being approximately 50% loaded with dirt. Pressure drop across filters during balancing shall be simulated to that condition. After balancing is completed, check motor amperage with the filters clean.
 - 2. Exhaust and recirculation air systems shall be adjusted for air quantities shown on drawings and proper relationship between supply and exhaust established. Fans shall be balanced to within plus or minus 5% of design.
 - 3. Distribution system shall be adjusted to obtain uniform space temperatures free from objectionable drafts and noise within the capabilities of the system.
 - 4. Sheaves and/or belts shall be exchanged as required to adjust the rpm of all fans so they handle specified air quantity.
- O. Miscellaneous:
 - 1. All installed thermal overload protection shall be observed and noted in the data sheets. If the starter equipment is incorrect, such information shall be tabulated, including required size thermal overloads, and included in the report. If thermal overload protection is incorrect, it shall be the responsibility of the balancing firm to notify in writing the Contractor and Architect so that proper overload protection is installed.
 - 2. The adjusting crew shall measure and set any special conditions such as minimum outside air quantities; check and adjust outside and return air intakes so that the system will deliver substantially the same volume on either; make test and record data as required in "REPORT."

3. It will be the responsibility of the balancing firm to work with the Control Contractor during the fan system's air flow calibration. The air balance firm shall verify the flows for supply, exhaust, and return systems.
4. All balancing devices, i.e., dampers and valves, shall be clearly marked as to the final balanced position. Plug all test holes, replace access doors and belt guards.
5. When deemed necessary by the Architect or Engineer, 24 hour space temperature recording shall be taken and any required partial rebalance of the system shall be performed without additional cost. If adjustments are required to produce other than design requirements shown on drawings because of job conditions, these adjustments shall be made without extra cost.
6. The balancing contractor shall be responsible to set the correct flow at all variable volume and constant volume valves.

P. Report:

1. A bound report shall be provided in the Operation and Maintenance Manual which shall contain a general information sheet listing instruments used, method of balancing, altitude correction, and manufacturer's grille, register and diffuser data.
2. Provide equipment data sheets listing make, size, serial number, rating, etc., of all mechanical equipment, including fans, pumps, motors, starters and drives. Operating data shall include rotational speed, inlet and outlet pressures, pressure drop across filters, coils and other system components, pump heads and measured motor current and voltage.
3. Balancing data sheets shall indicate the required and actual CFM of all supply, return and exhaust outlets or inlets, and shall be totaled and summarized by systems.
4. Hydronic balancing data sheets shall list required temperature or pressure differentials used for balancing coils, radiators, condensers, etc. Sheets shall show in comparison final as-balanced versus design values.
5. Reports shall contain single line drawings or reduced set of contract drawings with outlets marked thereon for easy identification of the designation used in the data sheets.
6. The report shall outline any abnormal or notable conditions not covered in the above.
7. The report shall include all measurements made under the "System Checks" section.

Q. System Checks as Applicable:

1. VAV Boxes and VAV Re-Heat, Constant Volume Re-Heat Boxes, and Fan Powered VAV Boxes:
 - a. On entering room, record thermostat setpoint, room temperature at thermostat and center of room, and supply air temperature. Turn thermostat to full cooling. Measure air volume and air duct temperature.
 - b. Turn thermostat to full heating. Measure air volume and duct air temperature.
 - c. Notify the Contractor of apparent problems.
2. Central Air Handlers:
 - a. Record room or duct thermostat setpoint. Measure room temperature at thermostat and middle of room. Measure duct temperature at control sensor.
 - b. Check each fan unit with the Control Contractor. Record as applicable within 30 minute period:
 - 1) Outside air temperature.

- 2) Supply air temperature.
 - 3) Return air temperature.
 - 4) Mixed air temperature.
 - 5) Pre-Heat temperature.
 - 6) Cooling coil discharge temperature.
 - 7) Re-Heat coil discharge temperature.
 - 8) Chilled water supply temperature.
 - 9) Chilled water return temperature.
 - 10) Heating water supply temperature.
 - 11) Heating water return temperature.
 - 12) Air flow CFM supply and return fans for variable volume system with volume measuring stations.
 - 13) Pre-Heat control setpoint and discharge air control setpoint:
 - a) Valve branch pressures.
 - b) Sensor branch pressures and temperatures.
- c. Set outside and return dampers at minimum position by adjusting economizer control. Measure outside air, return air and mixed air temperatures and calculate amount of outside air (measure amount of outside air if possible). This should preferably be done with outside air above freezing. With unit outside air and return air dampers under control of discharge sensor, have Control Contractor set discharge control to a call for full cooling. (This should not be done in freezing weather.) After 30 minutes, read and record all temperatures as required under first item above. Check to make sure outside air damper has opened wide.
- d. Set discharge control on a call for full heating. After 15 minutes read and record all temperatures as required. Check to make sure outside air damper had closed or has closed to minimum.
- e. Check outside air damper and heating valve to make sure they are operating in proper sequence.
- f. With System in Cooling Mode, Repeat as Specified for Heating Mode:
 - 1) Check outside air damper and heating valve to make sure they are operating in proper sequence.
3. Heat Exchangers:
- a. Record outside air temperature.
 - b. Record controller setpoint.
 - c. Record supply temperature.
 - d. Record return temperature.
4. Outside Temperature: Put outside air bulb in ice water and record instrument reading.
5. Domestic Water Systems:
- a. Record supply water temperature.
 - b. Record return water temperature.
 - c. Record pumps in operation and pressure rise across pumps.
 - d. Record pressure difference between supply and return mains at control sensing locations.
 - e. Check pump control sequence and record flows as point pumps go on and off.
6. Heat Recovery Systems:
- a. Measure and record water flow.
 - b. Measure and record inlet and outlet water temperature at each coil.
 - c. Measure and record inlet and outlet air temperature at each coil.
 - d. Measure and record air volume.
 - e. Calculate efficiency.

7. Central Panel System: Field check each point on the central panel with the Control Contractor:
 - a. Record field measurement at sensing element location.
 - b. Record central panel reading at same time.
 - c. Field check all start-stop commands. (All stop-start commands should have electrical and flow switch verification.)
 - d. Field check central panel software programs.
8. Building Envelope Smoke Test:
 - a. General: Refer to Division 1 Building Envelope Quality Control. Contractor shall perform building envelope leakage tests by generating artificial smoke inside the building and then pressurizing the building using the supply air system. Tests shall be repeated until test results are acceptable to the Architect.
 - b. Smoke Generation: Provide adequate artificial smoke to properly conduct the test. Artificial smoke shall be non-toxic. Artificial smoke shall not leave a noticeable residue. Smoke test shall comply with the requirements of the local Fire Chief and the State Fire Marshal. Artificial smoke shall be Fog Power as manufactured by Great American. It shall consist of a propylene glycol water solution and shall be approved by the FDA. Artificial smoke to be generated in machines built for this purpose.
 - c. Building Pressurization: The building supply air system shall be used to pressurize the building. Care shall be taken to prevent over-pressurization of the building that could damage the building envelope. Building exterior doors shall be left unlocked so they can swing open to relieve pressure if required. Building relief air system shall be restricted to allow building pressurization.
 - d. The building may be tested in sections or areas, depending on the capacity of the artificial smoke generation equipment.
9. Atrium Smoke Test:
 - a. General: Perform atrium smoke test by generating artificial smoke in the atrium to activate atrium smoke exhaust system for functional test. Test as directed by the State Fire Marshal or his representative.
 - b. Smoke Generation: Provide adequate artificial smoke to properly conduct the test. Artificial smoke shall be non-toxic. Artificial smoke shall not leave a noticeable residue. Smoke test shall comply with the requirements of the local Fire Chief and the State Fire Marshal. Artificial smoke shall be Fog Power as manufactured by Great American. It shall consist of a propylene glycol water solution and shall be approved by the FDA. Artificial smoke to be generated in machines built for this purpose.

1.3 OPERATION AND MAINTENANCE MANUALS

- A. General:
 1. Division 15 shall be responsible for the Mechanical Operation and Maintenance Manuals and shall include costs for manuals in his bid.
 2. Provide five (5) copies of Operations and Maintenance Manuals to the Owner.
 3. Manuals must be approved by the Architect prior to turning them over to the Owner.
 4. The Manuals shall be prepared by the Balancing Contractor.
- B. Binders:
 1. Binders shall be Red Buckram binders with easy view metal for sheet size 11" X 8-1/2" with expandable metal capacity as required for the project, rivet through

construction with library corners using #12 BB and lining with same materials as cover, front cover and back-bone foil stamped in white. Print as follows:

OPERATING & MAINTENANCE
MANUAL
FOR THE
(LIST PROJECT NAME)
(LIST PROJECT ARCHITECT) ARCHITECT
SPECTRUM ENGINEERS MECHANICAL ENGINEERS

2. Binders shall be as manufactured by Hiller Bookbinding or equal.
3. The master index sheet and each tabbed index sheet shall be AICO Gold-Line Indexes or equal.

C. The manuals shall be organized as follows:

SECTION I: Start-Up & Operation

Contractors and Vendors
General System Description
Detailed Start-Up Procedure
Automatic Temperature Controls
Fire Sprinkler System

SECTION II: Maintenance Instructions

Plumbing & Piping
Heating & Ventilating
Maintenance & Lube Table

SECTION III: Balance & Test Report

Air Balance Report
Water Balance Report
Test Run Report
Equipment Data Sheets
System Checks
System Commissioning Check List

- D. The master index will list all items sequentially in the manual, including Section heading, sub-headings and groups of equipment.
- E. The Contractor's and Vendor's sheet will list the name, address and phone number of the Mechanical Contractor and his subcontractors. It shall also include a complete list of equipment used, with name, address and phone number of the vendor.
- F. The General System Description will consist of an overall general description of the Heating, Ventilating and Air Conditioning Systems and components.
- G. The Detailed Start-Up Procedure will cover the step-by-step startup procedure for each piece of mechanical equipment. It shall be coordinated with the actual equipment on the job such as switches, starters, relays, automatic controls, etc. It shall include precautions and controls that must be actuated for equipment to operate properly.

- H. The Automatic Temperature Controls shall include for each system and component the following:
 - 1. Written sequence of operation
 - 2. Complete ATC Control diagrams
 - 3. Complete control panel diagrams
- I. The Maintenance Instructions shall consist of manufacturer's maintenance instructions for each piece of mechanical equipment installed. Instructions shall include installation; instructions, complete parts lists with numbers, recommended operation instructions, wiring diagrams, trouble shooting, maintenance and lubrication instructions and name of vendor, and any other material published by the manufacturer applicable to the installed equipment shall be included.
- J. The maintenance and lube table shall be a summary list of the mechanical equipment requiring lubrication. It shall show the name of the equipment location and type and frequency of lubrication.
- K. The Balance and Test Reports shall be as specified in the Balance and Test Section.
- L. The Equipment Data Sheets shall be provided for each motor-driven piece of equipment. Use standard form with all pertinent information provided such as rated and measured amps, volts, RPM, pressure drops, etc.

1.4 SYSTEM COMMISSIONING

- A. The System Commissioning shall consist of field verifying and certifying that the mechanical system is properly installed and is fully operational.
- B. Mark each item on the check list either "Complete" or "Not Applicable." Prepare Check List similar to the following list. Under "General Items," check list shall be completed for each piece of equipment such as Pump P/1, Supply Fan SF/1, Relief Fan RF/1, etc. When System Commissioning is complete submit check list and written certification to Architect. The Final Mechanical Inspection shall not be scheduled until System Commissioning check list is acceptable to the Architect.

C. Check List:

	Completed	N.A.
1. General Items:		
Bearings Lubricated	<input type="checkbox"/>	<input type="checkbox"/>
Rotation Correct and Free	<input type="checkbox"/>	<input type="checkbox"/>
Correct Size Thermal Overload Installed	<input type="checkbox"/>	<input type="checkbox"/>
Shipping Restraints Removed	<input type="checkbox"/>	<input type="checkbox"/>
Equipment Secured in Place and Seismically Braced	<input type="checkbox"/>	<input type="checkbox"/>
Equipment Clean and Free of Debris	<input type="checkbox"/>	<input type="checkbox"/>
Vibration Isolators Correctly Located with Proper Springs	<input type="checkbox"/>	<input type="checkbox"/>
Motors Not Overloaded	<input type="checkbox"/>	<input type="checkbox"/>
Equipment Nameplates Clean and Accessible	<input type="checkbox"/>	<input type="checkbox"/>
2. Life Safety Items:		

	Systems Completely Tested and Signed Off by All Appropriate Authorities	<input type="checkbox"/>	<input type="checkbox"/>	
	Pipe and Equipment Identified	<input type="checkbox"/>	<input type="checkbox"/>	
	Valves Tagged	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Piping Systems:			
	All Service and Balancing Valves in Place, Open, & Accessible	<input type="checkbox"/>	<input type="checkbox"/>	
	Air Vents in Place and System Free of Air		<input type="checkbox"/>	<input type="checkbox"/>
	Expansion Tank Properly Located and Charged with Air		<input type="checkbox"/>	<input type="checkbox"/>
	Air Eliminator Properly Located and Piped		<input type="checkbox"/>	<input type="checkbox"/>
	No Leakage in Piping Systems	<input type="checkbox"/>	<input type="checkbox"/>	
	Water Treatment Systems in Service		<input type="checkbox"/>	<input type="checkbox"/>
	Thermometer Wells in Place and Properly Located Insulation Completed		<input type="checkbox"/>	<input type="checkbox"/>
	Pressure/Temperature Taps Installed	<input type="checkbox"/>	<input type="checkbox"/>	
	System Completely Filled and Static Pressure Proper		<input type="checkbox"/>	<input type="checkbox"/>
	System Thoroughly Flushed and Clean	<input type="checkbox"/>	<input type="checkbox"/>	
	Start-Up Strainers Removed		<input type="checkbox"/>	<input type="checkbox"/>
	Permanent Strainers Installed with Proper Sleeves Strainer Sleeves Clean		<input type="checkbox"/>	<input type="checkbox"/>
	Strainers Piped for Easy Removal of Sleeves. Service Valves in Place. No Insulation Over Caps.		<input type="checkbox"/>	<input type="checkbox"/>
	Dirt Pockets Installed		<input type="checkbox"/>	<input type="checkbox"/>
	Flow Measuring Stations in Place. Proper Flow Direction. Gauge Tappings Turned Up. Nameplate Accessible. Correct Piping Length from Disturbances.		<input type="checkbox"/>	<input type="checkbox"/>
4.	Pumps:			
	Motors Aligned and Secured		<input type="checkbox"/>	<input type="checkbox"/>
	Couplings Secured		<input type="checkbox"/>	<input type="checkbox"/>
	Flexible Connections Correct		<input type="checkbox"/>	<input type="checkbox"/>
	Pressure Gauge Properly Piped	<input type="checkbox"/>	<input type="checkbox"/>	
	Minimum of Negative System Effect		<input type="checkbox"/>	<input type="checkbox"/>
	No Entrained Air in Suction Piping in an Open System		<input type="checkbox"/>	<input type="checkbox"/>
5.	Coils:			
	Piped Correctly. Counterflow and Water Flow Upward		<input type="checkbox"/>	<input type="checkbox"/>

	Fins Combed	<input type="checkbox"/>	<input type="checkbox"/>
	Provisions for Pressure and Temperature Measurement Provided	<input type="checkbox"/>	<input type="checkbox"/>
6.	Boilers:		
	Started and Tested for Proper and Safe Operation	<input type="checkbox"/>	<input type="checkbox"/>
	Burner Adjusted	<input type="checkbox"/>	<input type="checkbox"/>
	All Safety and Operating Controls Set and Tested	<input type="checkbox"/>	<input type="checkbox"/>
	Relief Valves in Place, Properly Piped and Tested	<input type="checkbox"/>	<input type="checkbox"/>
	Boilers Flushed & Water Treatment in Place	<input type="checkbox"/>	<input type="checkbox"/>
	Combustion Air Opening of Proper Size Installed and Open	<input type="checkbox"/>	<input type="checkbox"/>
7.	Refrigeration Equipment:		
	Started & Tested for Proper & Safe Operation	<input type="checkbox"/>	<input type="checkbox"/>
	All Safety and Operating Controls Set and Tested	<input type="checkbox"/>	<input type="checkbox"/>
	Relief Valve in Place	<input type="checkbox"/>	<input type="checkbox"/>
	Crankcase Heater Energized	<input type="checkbox"/>	<input type="checkbox"/>
	Oil Level Correct	<input type="checkbox"/>	<input type="checkbox"/>
	No Refrigerant Leaks	<input type="checkbox"/>	<input type="checkbox"/>
	Expansion Valves Properly Adjusted	<input type="checkbox"/>	<input type="checkbox"/>
	System Charged	<input type="checkbox"/>	<input type="checkbox"/>
8.	Cooling Tower:		
	Sump Water Level Set Properly	<input type="checkbox"/>	<input type="checkbox"/>
	Nozzles Clean	<input type="checkbox"/>	<input type="checkbox"/>
	Fill in Place	<input type="checkbox"/>	<input type="checkbox"/>
	Louvers and Eliminators in Place	<input type="checkbox"/>	<input type="checkbox"/>
	No Air Recirculation	<input type="checkbox"/>	<input type="checkbox"/>
	No Restriction to Air Flow	<input type="checkbox"/>	<input type="checkbox"/>
	Drive Aligned	<input type="checkbox"/>	<input type="checkbox"/>
	Fan Blades Properly Pitched	<input type="checkbox"/>	<input type="checkbox"/>
	Provisions for Bleed Off and Water Treatment Completed	<input type="checkbox"/>	<input type="checkbox"/>
9.	Duct System:		
	Ductwork Clean	<input type="checkbox"/>	<input type="checkbox"/>
	Access Door Tightly Closed, Gasketed with Proper Hardware	<input type="checkbox"/>	<input type="checkbox"/>
	Fire Dampers and Smoke Dampers Open	<input type="checkbox"/>	<input type="checkbox"/>
	Balancing Dampers in Place, Open and		

	Locked with Accessible Operators	<input type="checkbox"/>	<input type="checkbox"/>	
	All Terminals in Place		<input type="checkbox"/>	<input type="checkbox"/>
	Minimum Allowable Duct Leakage has been Tested and Verified	<input type="checkbox"/>	<input type="checkbox"/>	
	Minimum Friction and Dynamic Loss Openings in Walls & Shafts for Air Transfer		<input type="checkbox"/>	<input type="checkbox"/>
	Insulation Completed		<input type="checkbox"/>	<input type="checkbox"/>
10.	Fans:			
	Correct V-Belt Drive Installed		<input type="checkbox"/>	<input type="checkbox"/>
	V-Belt Drive Aligned		<input type="checkbox"/>	<input type="checkbox"/>
	Drive Screws and Keyways Tight		<input type="checkbox"/>	<input type="checkbox"/>
	Proper Belt Tension		<input type="checkbox"/>	<input type="checkbox"/>
	Flexible Connection Properly Installed	<input type="checkbox"/>	<input type="checkbox"/>	
	Belt Guards in Place		<input type="checkbox"/>	<input type="checkbox"/>
	Minimum of Negative System Effect		<input type="checkbox"/>	<input type="checkbox"/>
11.	Filters:			
	Clean, Specified Cells Installed	<input type="checkbox"/>	<input type="checkbox"/>	
	No Bypass Around Filters		<input type="checkbox"/>	<input type="checkbox"/>
	Filter Gauge Installed and Calibrated		<input type="checkbox"/>	<input type="checkbox"/>
	Spare Cells on Site		<input type="checkbox"/>	<input type="checkbox"/>
12.	Automatic Control System:			
	Control System in Operation		<input type="checkbox"/>	<input type="checkbox"/>
	All Controls Installed, Piped and/or Wired		<input type="checkbox"/>	<input type="checkbox"/>
	Controls Set and Calibrated		<input type="checkbox"/>	<input type="checkbox"/>
	Control Sequence Verified (In Conjunction with Control Sub-contractor)	<input type="checkbox"/>	<input type="checkbox"/>	
	Automatic Valves Properly Piped		<input type="checkbox"/>	<input type="checkbox"/>
	Automatic Dampers OK	<input type="checkbox"/>	<input type="checkbox"/>	
	Tight Closing		<input type="checkbox"/>	<input type="checkbox"/>
	Smooth Operation		<input type="checkbox"/>	<input type="checkbox"/>
	Full Stroking		<input type="checkbox"/>	<input type="checkbox"/>
	No Air Leaks		<input type="checkbox"/>	<input type="checkbox"/>
13.	Steam/Water and Water/Water Converters:			
	Started & Tested for Proper & Safe Operation		<input type="checkbox"/>	<input type="checkbox"/>
	All Safety & Operating Controls Set & Tested		<input type="checkbox"/>	<input type="checkbox"/>
	Relief Valves in Place, Properly Piped & Tested		<input type="checkbox"/>	<input type="checkbox"/>
14.	Exhaust Fans:			

Correct V-Belt Drive Installed	<input type="checkbox"/>	<input type="checkbox"/>
V-Belt Drive Aligned	<input type="checkbox"/>	<input type="checkbox"/>
Drive Screws & Keyways Tight	<input type="checkbox"/>	<input type="checkbox"/>
Proper Belt Tension	<input type="checkbox"/>	<input type="checkbox"/>
Backdraft Damper Wired if Required & Functioning Properly	<input type="checkbox"/>	<input type="checkbox"/>
Rotation Correct	<input type="checkbox"/>	<input type="checkbox"/>

END OF SECTION 15950

SECTION 16050 - BASIC ELECTRICAL MATERIALS AND METHODS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following electrical materials and methods:
 - 1. Building wire, connectors, and splices for branch circuits and feeders.
 - 2. Supporting devices for electrical components.
 - 3. Concrete equipment bases.
 - 4. Electrical identification.
 - 5. Electrical demolition.
 - 6. Cutting and patching for electrical construction.
 - 7. Touchup painting.
 - 8. Electrical Testing and Final Punchlist.
 - 9. Permits, Fees

1.3 SUBMITTALS

- A. General: Submit each item in this Article according to the Conditions of the Contract and Division 1 Specification Sections.
- B. Product Data for each type of product specified.
 - 1. Product data for all controls and terminals in Control Panel CP-1 must be approved by Engineer prior to construction of panel.
- C. Shop Drawings detailing fabrication and installation of supports and anchorage for electrical items.
- D. Coordination Drawings for electrical installation, where modifications are proposed to construction documents to accommodate actual equipment selected.
 - 1. Prepare Coordination Drawings according to APWA Division 1 Section 01320 "Submittal Procedures" to a 1/4-inch-equals-1-foot (1:50) scale or larger. Detail major elements, components, and systems of electrical equipment and materials in relation to each other and to other systems, installations, and building components. Indicate locations and space requirements for installation, access, and working clearance. Show where sequence and coordination of installations are important to the efficient flow of the Work. Coordinate drawing preparation with effort specified in other Specification Sections. Include the following:
 - a. Provisions for scheduling, sequencing, moving, and positioning large equipment in the building during construction.
 - b. Floor plans, elevations, and details, including the following:
 - 1) Clearances to meet safety requirements and for servicing and maintaining equipment, including space for equipment disassembly required for periodic maintenance.
 - 2) Equipment support details.

- 3) Exterior wall, roof, and foundation penetrations of cable and raceway; and their relation to other penetrations and installations.
 - 4) Fire-rated interior wall and floor penetrations by electrical installations.
 - 5) Sizes and locations of required concrete pads and bases.
- E. Record Documents: Prepare record documents in accordance with the requirements in APWA Division 1 Section 01770 "Closeout Procedures". In addition, indicate the following:
1. Redline changes or information recognized to be of importance to Owner. Include wiring changes, panelboard changes, etc.
 2. Dimension underground wiring and other concealed electrical features.
 3. Redline actual equipment electrical characteristics on equipment schedules.

1.4 QUALITY ASSURANCE

- A. Comply with NFPA 70 for components and installation.
- B. Listing and Labeling: Provide products specified in this Section that are listed and labeled.
1. The Terms "Listed and Labeled": As defined in the National Electrical Code, Article 100.
 2. Listing and Labeling Agency Qualifications: A "Nationally Recognized Testing Laboratory" (NRTL) as defined in OSHA Regulation 1910.7.
- C. Test all wiring systems with all lamps, motors, appliances and equipment connected to ensure that they test free of mechanical and electrical defects.
1. Refer to other Division 16 testing requirements
 2. Comply with testing requirements of authorities having jurisdiction.

1.5 SEQUENCING AND SCHEDULING

- A. Coordinate electrical equipment installation with other building components. Verify all dimensions by field measurements. Minimize costs to resolve equipment and other conflicts by concluding successful preinstallation conferences. Include the following (but not limited to):
1. Review Division 15 shop drawings. Compare equipment electrical specifications with equipment schedule. Prevent Div 15 equipment encroaching on clearances required by NEC. Request clarification of conflicts prior to installation.
 2. Determine whether lighting fixtures and other electrical items conflict with the location of structural members and mechanical or other equipment.
- B. Arrange for chases, slots, and openings in building structure during progress of construction to allow for electrical installations.
- C. Coordinate installing required supporting devices and set sleeves in poured-in-place concrete and other structural components as they are constructed.
- D. Sequence, coordinate, and integrate installing electrical materials and equipment for efficient flow of the Work. Coordinate installing large equipment requiring positioning prior to closing in the building.

- E. Coordinate connecting electrical service to components furnished under other Sections or furnished by User. Verify electrical requirements including voltage, full load amps, minimum wire ampacity of equipment requiring electrical connection prior to installing or purchasing the associated electrical equipment and wiring.
- F. Coordinate installing electrical identification after completion of finishing where identification is applied to field-finished surfaces.
- G. Temporary Power and Communication: Coordinate requirements for temporary electric and communication services with the proper utility or institution having authority. Comply with Article 305 of the National Electrical Code. Temporary Power and Communication requirements are specified in AWWA Division 1 Section 01310 "Coordination".
- H. Obtain and pay all city, state, or local ordinance electrical permits before beginning construction. Request inspections required by Authorities Having Jurisdiction in a timely manner and in order to comply with sequencing requirements.
- I. Existing Utilities: Locate and identify existing underground utilities in excavation areas or in demolition areas. Maintain services to areas outside demolition limits or excavated areas. When services must be interrupted, install temporary services for affected areas.

PART 2 - PRODUCTS

2.1 WIRE

- A. Description: Type THHN/THWN, copper conductor, in raceway.
- B. Thermoplastic Insulated Wire: Conform to NEMA WC 5.
- C. Cross-Linked, Polyethylene Insulated Wire: Conform to NEMA WC 7.
- D. Connectors and Splices: Units of size, ampacity rating, material, type, and class suitable for service indicated. Select to comply with Project's installation requirements.
- E. Comply with NFPA 70 "National Electrical Code" for components and installation.
 - 1. Conform to applicable codes and regulations regarding toxicity of combustion products of insulating materials.
- F. Listing and Labeling: Provide products specified in this Section that are listed and labeled.
 - 1. The Terms "Listed and Labeled": As defined in the "National Electrical Code," Article 100.
- G. UL Compliance: Provide components which are listed and labeled by UL under the following standards.
 - 1. UL Std. 83 Thermoplastic-Insulated Wires and Cables.
 - 2. UL Std. 486A Wire Connectors and Soldering Lugs for Use with Copper Conductors.
- H. IEEE Compliance: Provide components which comply with the following standard.
 - 1. Std. 82 Test procedures for Impulse Voltage Tests on Insulated Conductors.

- I. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Wires and Cables:
 - a. American Insulated Wire Corporation, Leviton Manufacturing Co.
 - b. Brand-Rex Cable Systems, Brintec Corp.
 - c. Carol Cable Company, Inc.
 - d. Senator Wire & Cable Co.
 - e. Southwire Co.
 - 2. Connectors for Wires and Cables:
 - a. AFC, Monogram Co.
 - b. AMP, Inc.
 - c. Anderson, Square D Co.
 - d. Electrical Products Division, 3M Co.
 - e. O-Z/Gedney Unit, General Signal.

2.2 SUPPORTING DEVICES

- A. Channel and angle support systems, hangers, anchors, sleeves, brackets, fabricated items, and fasteners are designed to provide secure support from the building structure for electrical components.
 - 1. Material: Steel, except as otherwise indicated, protected from corrosion with zinc coating or with treatment of equivalent corrosion resistance using approved alternative finish or inherent material characteristics.
 - 2. Metal Items for Use Outdoors or in Damp Locations: Hot-dip galvanized steel, except as otherwise indicated.
- B. Steel channel supports have 9/16-inch (14-mm) diameter holes at a maximum of 8 inches (203 mm) o.c., in at least 1 surface.
 - 1. Fittings and accessories mate and match with channels and are from the same manufacturer.
- C. Nonmetallic Channel and Angle Systems: Structural-grade, factory-formed, fiberglass-resin channels and angles with 9/16-inch (14-mm) diameter holes at a maximum of 8 inches (203 mm) o.c., in at least 1 surface.
 - 1. Fittings and accessories mate and match with channels or angles and are from the same manufacturer.
 - 2. Fitting and Accessory Material: Same as channels and angles, except metal items may be stainless steel.
- D. Raceway and Cable Supports: Manufactured clevis hangers, riser clamps, straps, threaded C-clamps with retainers, ceiling trapeze hangers, wall brackets, and spring steel clamps or "click"-type hangers.
- E. Sheet-Metal Sleeves: 0.0276-inch (0.7-mm) or heavier galvanized sheet steel, round tube, closed with welded longitudinal joint.
- F. Pipe Sleeves: ASTM A 53, Type E, Grade A, Schedule 40, galvanized steel, plain ends.
- G. Cable Supports for Vertical Conduit: Factory-fabricated assembly consisting of threaded body and insulating wedging plug for nonarmored electrical cables in riser conduits.

Plugs have number and size of conductor gripping holes as required to suit individual risers. Body constructed of malleable iron casting with hot-dip galvanized finish.

- H. Expansion Anchors: Carbon-steel wedge or sleeve type.
- I. Toggle Bolts: All-steel springhead type.
- J. Powder-Driven Threaded Studs: Heat-treated steel.
- K. Seismic Bracing: Vibration isolators, flexible connections, rigid steel frames, concrete inertia bases, anchors, inserts, hangers, and attachments, seismic bracing and snubbers as required for seismic control and prevention of the transmission of vibration for both isolated and non-isolated systems.

2.3 ELECTRICAL IDENTIFICATION

- A. Manufacturer's Standard Products: Where more than one type is listed for a specified application, selection is Installer's option, but provide single type for each application category. Use colors prescribed by ANSI A13.1, NFPA 70, and these Specifications.
- B. Raceway and Cable Labels: Conform to ANSI A13.1, Table 3, for minimum size of letters for legend and minimum length of color field for each raceway or cable size.
 - 1. Type: Preprinted, flexible, self-adhesive, vinyl. Legend is overlaminated with a clear, weather- and chemical-resistant coating.
 - 2. Color: Black legend on orange field.
 - 3. Legend: Indicates voltage.
- C. Colored Adhesive Marking Tape for Raceways, Wires, and Cables: Self-adhesive vinyl tape not less than 3 mils thick by 1 inch wide (0.08 mm thick by 25 mm wide).
- D. Underground Line Warning Tape: Permanent, bright-colored, continuous-printed, vinyl tape with the following features:
 - 1. Size: Not less than 4 mils thick by 6 inches wide (0.102 mm thick by 152 mm wide).
 - a. Compounded for permanent direct-burial service.
 - 2. Embedded continuous metallic strip or core.
 - a. Printed Legend: Indicates type of underground line.
- E. Tape Markers: Vinyl or vinyl-cloth, self-adhesive, wraparound type with preprinted numbers and letters.
 - 1. Color-Coding Cable Ties: Type 6/6 nylon, self-locking type. Colors to suit coding scheme.
 - 2. Engraved, Plastic-Laminated Labels, Signs, and Instruction Plates: Engraving stock, melamine plastic laminate punched for mechanical fasteners 1/16-inch (1.6-mm) minimum thick for signs up to 20 sq. in. (129 sq. cm), 1/8 inch (3.2 mm) thick for larger sizes. Engraved legend in black letters on white face.
 - 3. Interior Warning and Caution Signs: Preprinted, aluminum, baked-enamel finish signs, punched for fasteners, with colors, legend, and size appropriate to the application.
 - 4. Exterior Warning and Caution Signs: Weather-resistant, nonfading, preprinted, cellulose acetate butyrate signs with 0.0396-inch (1-mm), galvanized steel backing, with colors, legend, and size appropriate to the application. 1/4-inch (6.4-mm) grommets in corners for mounting.

5. Fasteners for Plastic-Laminated and Metal Signs: Self-tapping stainless-steel screws or No. 10/32 stainless-steel machine screws with nuts and flat and lock washers.

2.4 TOUCHUP PAINT

- A. For Equipment: Provided by equipment manufacturer and selected to match equipment finish.
- B. For Nonequipment Surfaces: Matching type and color of undamaged, existing adjacent finish.
- C. For Galvanized Surfaces: Zinc-rich paint recommended by item manufacturer.

PART 3 - EXECUTION

3.1 EQUIPMENT INSTALLATION REQUIREMENTS

- A. Install components and equipment to provide the maximum possible headroom where mounting heights or other location criteria are not indicated.
- B. Install items level, plumb, and parallel and perpendicular to other building systems and components, except where otherwise indicated.
- C. Install equipment to facilitate service, maintenance, and repair or replacement of components. Connect for ease of disconnecting, with minimum interference with other installations.
- D. Give right of way to raceways and piping systems installed at a required slope.

3.2 WIRING METHODS

- A. Feeders: Type THHN/THWN, copper conductor, in raceway, except as otherwise indicated.
- B. Branch Circuits: Type THHN/THWN, in raceway.

3.3 ELECTRICAL SUPPORTING METHODS

- A. Damp Locations and Outdoors: Hot-dip galvanized materials or nonmetallic, U-channel system components.
- B. Dry Locations: Steel materials.
- C. Support Clamps for multiple runs of RNC: Click-type clamp system.
- D. Conform to manufacturer's recommendations for selecting supports.
- E. Strength of Supports: Adequate to carry all present and future loads, times a safety factor of at least 4; 200-lb- (90-kg-) minimum design load.

- F. Seismic Support and Bracing for electrical equipment, multiple conduit racks, and raceways 2" or larger: Comply with UBC.
 - 1. Install safety wires at diagonal corners of lighting fixtures fastened to structure for seismic support of fixtures mounted in or on grid type ceilings. Do not fasten to grid hangers or to grid hanger's point of support.
 - 2. Mount vibration isolated equipment on rigid steel frames or concrete bases. Install spring mounted base with a minimum of four all directional seismic snubbers that re double acting and located as close to the vibration isolators as possible to facilitate attachment both to the base and the structure. Provide snubbers consisting of interlocking steel members restrained by shock absorbant rubber materials compounded to bridge bearing specifications.
 - 3. Comply with UBC for non-isolated equipment.

3.4 INSTALLATION

- A. Rough-in: Do not scale electrical drawings or assume that standard mounting heights scheduled in the Symbol Schedule. Refer to the architectural, mechanical, and other project drawings for dimensions. Verify final locations for rough-ins with field measurements and with the requirements of the actual equipment to be connected. Install outlets not dimensioned according to the Architectural elevations. Where mounting heights are not indicated, install individual components at standard mounting heights recognized within the industry for the particular application indicated. Where work surfaces or counters are indicated on the architectural elevations, refer mounting height decisions, whether above or below counter to Architect for final decision. Refer any questionable mounting height decisions to the Architect. Make reasonable changes in locations indicated without additional cost.
- B. Manufacturer's Instructions: Comply with manufacturer's installtion instructions and recommendations, to the extent that those instructions and recommendations are more explicit or stringent than requirements contained in Contract Documents.
- C. Install wires in raceway according to manufacturer's written instructions and NECA's "Standard of Installation."
- D. Conductor Splices: Keep to the minimum and comply with the following:
 - 1. Install splices and taps that possess equivalent or better mechanical strength and insulation ratings than unspliced conductors.
 - 2. Use splice and tap connectors that are compatible with conductor material.
 - 3. Wiring at Outlets: Install with at least 12 inches (300 mm) of slack conductor at each outlet.
 - 4. Connect outlets and components to wiring systems and to ground as indicated and instructed by manufacturer. Tighten connectors and terminals, including screws and bolts, according to equipment manufacturer's published torque-tightening values for equipment connectors. Where manufacturer's torquing requirements are not indicated, tighten connectors and terminals according to tightening requirements specified in UL 486A.
- E. Install devices to securely and permanently fasten and support electrical components. Do not support electrical equipment or conduits with toggle bolts, moly bolts, or screws in sheetrock or plaster. Do not support electrical equipment or conduit from tie wires or plumbers tape.
- F. Raceway Supports: Comply with NFPA 70 and the following requirements:

1. Conform to manufacturer's recommendations for selecting and installing supports.
 - a. Install supports within 12" of couplings, fittings and boxes, with a minimum of two supports per ten foot length. Install supports at each 90 degree elbow.
 - b. Support suspended conduit independently from all other electrical or mechanical systems by attaching directly from building structure, unless prior approval in writing is provided by the Architect/Engineer after engineering calculations have been submitted.
 2. Install individual and multiple raceway hangers and riser clamps to support raceways. Provide U bolts, clamps, attachments, and other hardware necessary for hanger assembly and for securing hanger rods and conduits.
 3. Support parallel runs of horizontal raceways together on trapeze- or bracket-type hangers.
 4. Spare Capacity: Size supports for multiple conduits so capacity can be increased by a 25 percent minimum in the future.
 5. Support individual horizontal raceways with separate, malleable iron pipe hangers or clamps.
 6. Hanger Rods: 1/4-inch (6-mm) diameter or larger threaded steel, except as otherwise indicated.
 7. Spring Steel Fasteners: Specifically designed for supporting single conduits or tubing. May be used in lieu of malleable iron hangers for 1-1/2-inch (38-mm) and smaller raceways serving lighting and receptacle branch circuits above suspended ceilings and for fastening raceways to channel and slotted angle supports.
 8. In vertical runs, arrange support so the load produced by the weight of the raceway and the enclosed conductors is carried entirely by the conduit supports, with no weight load on raceway terminals.
 9. Bracing shall be parallel to trusses, beams, joints, bridging, etc.
 10. Coordinate with other electrical work, including raceway and wiring work, as necessary to interface installation of supporting devices with other work. The installation of electrical work shall not interfere with the removal of ceiling tiles, the service of mechanical equipment, etc.
- G. Vertical Conductor Supports: Install simultaneously with conductors.
- H. Miscellaneous Supports: Install metal channel racks for mounting cabinets, panelboards, disconnects, control enclosures, pull boxes, junction boxes, transformers, and other devices except where components are mounted directly to structural features of adequate strength.
- I. In open overhead spaces, cast boxes threaded to raceways need not be separately supported, except where used for fixture support; support sheet-metal boxes directly from the building structure or by bar hangers. Where bar hangers are used, attach the bar to raceways on opposite sides of the box and support the raceway with an approved fastener not more than 24 12 inches (610 mm) from the box.
- J. Sleeves: Install for cable and metal raceway penetrations of concrete slabs and walls, except where core-drilled holes are used. Install wrapped or coated RMC sleeves with 3 feet extending on each side through penetrations of foundations or concrete walls by RNC. Install for cable and raceway penetrations of masonry and fire-rated gypsum walls and of all other fire-rated floor and wall assemblies. Install sleeves during erection of concrete and masonry walls.

- K. Fastening: Unless otherwise indicated, securely fasten electrical items and their supporting hardware to the building structure. Perform fastening according to the following:
1. Install anchors to support in tension a minimum of 4 times the weight of the unit supported or minimum of 100 pounds whichever is greater. Install bracing parallel to structural members. Do not drill anchors in prestressed or post-tensioned concrete slabs and beams without prior approval.
 2. Fasten by means of wood screws or screw-type nails on wood; toggle bolts on hollow masonry units; concrete inserts or expansion bolts on concrete or solid masonry; and by machine screws, welded threaded studs, or spring-tension clamps on steel. Do not use wooden plugs in concrete or masonry units for fastening conduits, tubing, boxes, cabinets, etc.
 3. Threaded studs driven by a powder charge and provided with lock washers and nuts may be used instead of expansion bolts, machine screws, or wood screws.
 4. Welding to steel structure may be used only for threaded studs, not for conduits, pipe straps, or any other items.
 5. In partitions of light steel construction use sheet-metal screws.
 6. Drill holes in concrete beams so holes more than 1-1/2 inches (38 mm) deep do not cut main reinforcing bars.
 7. Drill holes in concrete so holes more than 3/4 inch (19 mm) deep do not cut main reinforcing bars.
 8. Fill and seal holes drilled in concrete and not used.
 9. Select fasteners so the load applied to any fastener does not exceed 25 percent of the proof-test load.
 10. For equipment containing hazardous liquids, such as generators, oil-filled transformers, and similar equipment, include containment curb sized for quantity of liquid.
- L. Access Doors: Install access panels where required by accessibility requirements of National Electrical Code for electrical installations such as junction boxes, ballasts, and other electrical equipment requiring access.
- M. Temporary Electric and Communication Services: Install metering, main disconnect, wiring for lighting and power. Coordinate capacity and locations. Protect receptacles with 20 amp GFI circuit breakers. When connecting to the institution's electric service, report initial meter reading and obtain written permission prior to energizing temporary facilities.
- N. Install identification devices where required.
1. Install labels where indicated and at locations for best convenience of viewing without interference with operation and maintenance of equipment.
 2. Coordinate names, abbreviations, colors, and other designations used for electrical identification with corresponding designations indicated on the Contract Documents or required by codes and standards. Use consistent designations throughout the Project.
 3. Self-Adhesive Identification Products: Clean surfaces of dust, loose material, and oily films before applying.
 4. Tag or label power circuits for future connection and circuits in raceways and enclosures with other circuits. Identify source and circuit numbers in each cabinet, pull box, junction box, and outlet box. Color coding may be used for voltage and phase indication.
 5. For panelboards, provide framed, typed circuit schedules with explicit description and identification of items controlled by each individual breaker.

- O. Existing conduit systems within the project area with improper hangers or mounting techniques shall be corrected per this section.
- P. Existing conduit systems within the project area without a grounding conductor shall have a grounding conductor installed per section 16452.
 - 1. Existing feeder conduit systems without grounding conductors may be exempt from this requirement only if written approval is obtained from the Hospital Facilities Electrical Department.
- Q. All electrical devices energized with more than fifty (50) volts shall have a minimum of a double-wrap of black plastic electrical tape applied prior to installation.

3.5 DEMOLITION

- A. Where electrical work to remain is damaged or disturbed in the course of the Work, remove damaged portions and install new products of equal capacity, quality, and functionality. Relocate existing electrical devices, conduit and/or equipment that for any reason obstructs construction. Include any equipment having electrical connections that requires disconnecting and reconnection at the same or another location throughout the course of construction. Maintain in working condition all electrical equipment and apparatus in areas not remodeled.
- B. Accessible Work Indicated or Made Obsolete by New Work to Be Demolished: Remove exposed electrical installation in its entirety. Remove conductors from raceway to the first active outlet or branch panels for vacated or unused circuits.
- C. Abandoned Work: Cut and remove buried raceway and wiring indicated to be abandoned in place, 2 inches (50 mm) below the surface of adjacent construction. Cap and patch surface to match existing finish.
- D. Removal: Remove and legally dispose of demolished material from the Project site.
- E. Temporary Disconnection: Remove, store, clean, reinstall, reconnect, and make operational components indicated for relocation.
- F. Temporary Partitions or Dust Barriers: Prevent the spread of dust and dirt to adjacent areas.
- G. Existing conduit systems remaining after demolition or modification shall be properly supported by approved methods.
- H. Identification of circuits that will or may be affected by the demolition shall be accomplished by using circuit tracing devices. (Circuit tracing devices are available in the electrical shop.)
- I. The highest degree of safety shall be maintained during demolition to prevent accidental application of power to circuits in the area. (This is essential where the possibility exists that patient care may be affected by inappropriate actions.)

3.6 CUTTING AND PATCHING

- A. Cut, channel, chase, and drill floors, walls, partitions, ceilings, and other surfaces necessary for electrical installations. Perform cutting by skilled mechanics of the trades involved.
- B. Repair disturbed surfaces to match adjacent undisturbed surfaces.

3.7 TOUCHUP PAINTING

- A. Thoroughly clean damaged areas and provide primer, intermediate, and finish coats to suit the degree of damage at each location.
- B. Follow paint manufacturer's written instructions for surface preparation and for timing and application of successive coats.
- C. Repair disturbed surfaces to match adjacent undisturbed surfaces.

3.8 ELECTRIC TESTING AND FINAL PUNCHLIST

- A. Prerequisites for Division 16 final punchlist:
 - 1. Coordinate site construction observation visit by Electrical Engineer, electrical specialist, Electrical Installer job foreman, other Special System Installers job foremen, and Fire Marshall or his representative.
 - 2. Prepare electrical installation to facilitate efficient testing and observation: open Main Panel/Switchboard; open distribution panelboards; open branch panelboards; provide clear access to all device and equipment; provide charts for selecting heater type-size and rating-for all equipment installed; complete labeling of panels and disconnects; energize all lighting fixtures; make arrangements for keys to all panelboards and doors.
 - 3. List incomplete items, value of incomplete work, and reasons for being incomplete.
 - 4. Deliver tools, spare parts, extra stocks of materials, and similar physical items to Owner. Provide delivery receipt listing each item signed by Owner's representative.
 - 5. Have pad and pencil to list all deficient items noted. Do not make corrections and adjustments during final punchlist observation.
- B. Test all systems to be free of mechanical and electrical defects. Comply with requirements of other Division 16 sections "Electrical".
 - 1. Comply with all testing requirements of authorities having jurisdiction.
 - 2. Measure voltage and amperage at each switchboard, panelboard, motor control center, and transformer. Report abnormal conditions.
- C. Cleaning: Clean each surface or unit to the condition expected in a normal, commercial building cleaning and maintenance program. Comply with manufacturer's instructions.
 - 1. Complete the following cleaning operations before requesting inspection.
 - a. Remove labels that are not permanent labels.
 - b. Clean Transparent materials. Replace chipped or broken lenses and other damaged transparent materials.
 - c. Clean exposed exterior and interior hard-surfaced finishes to a dust-free condition, free of stains, films and similar foreign substances. Restore reflective surfaces to their reflective conditions.

- d. Wipe surfaces of electrical equipment. Remove excess lubrication and other substances. Clean light fixtures and lamps.

END OF SECTION 16050

SECTION 16100 - RACEWAYS, BOXES, AND CABINETS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes raceways, fittings, boxes, enclosures, and cabinets for electrical wiring.
- B. Raceways include the following:
 - 1. Rigid metal conduit.
 - 2. Wireway.
- C. Boxes, enclosures, and cabinets include the following:
 - 1. Device boxes.
 - 2. Floor boxes.
 - 3. Outlet boxes.
 - 4. Pull and junction boxes.
 - 5. Cabinets and hinged cover enclosures.
- D. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Division 16 Section "Basic Electrical Materials and Methods" for raceway and box supports.

1.3 SUBMITTALS

- A. General: Submit the following according to the Conditions of the Contract and Division 1 Specification Sections.
- B. Product data for surface raceway, wireway and fittings, floor boxes, hinged cover enclosures, and cabinets.
- C. Shop drawings for nonstandard boxes, enclosures, and cabinets. Include layout drawings showing components and wiring.

1.4 QUALITY ASSURANCE

- A. Comply with NFPA 70 "National Electrical Code" for components and installation.
- B. Listing and Labeling: Provide products specified in this Section that are listed and labeled.
 - 1. The Terms "Listed and Labeled": As defined in the "National Electrical Code," Article 100.
- C. Comply with NECA "Standard of Installation."

- D. Coordinate layout and installation of raceway and boxes with other construction elements to ensure adequate headroom, working clearance, and access.
- E. Control panel CP-1 shall be assembled by an ETL approved panel shop.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide Products by of one of the following:
 - 1. Metal Conduit and Tubing:
 - a. Monogram Co., AFC.
 - b. Alflec Corp.
 - c. Allied Tube and Conduit, Grinnell Co.
 - d. Anamet, Inc., Anaconda Metal Hose.
 - e. Anixter Brothers, Inc.
 - f. Carol Cable Co., Inc.
 - g. Cole-Flex Corp.
 - h. Flexcon, Inc., Coleman Cable Systems, Inc.
 - i. Spiraduct, Inc.
 - j. Triangle PWC, Inc.
 - k. Wheatland Tube Co.
 - 2. Conduit Bodies and Fittings:
 - a. Scott Fetzer Company, Adalet-PLM.
 - b. American Electric, Construction Materials Group.
 - c. Emerson Electric Co., Appleton Electric Co.
 - d. Carlon.
 - e. Hubbell, Inc., Killark Electric Manufacturing Co.
 - f. General Signal, O-Z/Gedney Unit.
 - g. Spring City Electrical Manufacturing Co.
 - h.
 - 3. Wireway:
 - a. Hoffman Engineering Co.
 - b. Keystone/Rees, Inc.
 - c. Square D Co.
 - 4. Boxes, Enclosures, and Cabinets:
 - a. Scott Fetzer Company, Adalet-PLM.
 - b. Butler Manufacturing Co., Walker Division.
 - c. Cooper Industries, Midwest Electric.
 - d. Hoffman Engineering Co., Federal-Hoffman, Inc.
 - e. Hubbell Inc., Killark Electric Manufacturing Co.
 - f. General Signal, O-Z/Gedney.
 - g. Thomas & Betts Corp.

2.2 METAL CONDUIT AND TUBING

- A. Rigid Steel Conduit: ANSI C80.1.
- B. Flexible Metal Conduit: Zinc-coated steel.

- C. Liquidtight Flexible Metal Conduit: Flexible steel conduit with PVC jacket.
- D. Fittings: NEMA FB 1, compatible with conduit/tubing materials.

2.3 WIREWAYS

- A. Material: Sheet metal sized and shaped as indicated.
- B. Fittings and Accessories: Include couplings, offsets, elbows, expansion joints, adapters, hold-down straps, end caps, and other fittings to match and mate with wireway as required for complete system.
- C. Select features where not otherwise indicated, as required to complete wiring system and to comply with NEC.
- D. Wireway Covers: Hinged type.
- E. Finish: Manufacturer's standard enamel finish.

2.4 OUTLET AND DEVICE BOXES

- A. Sheet Metal Boxes: NEMA OS 1.
- B. Cast Metal Boxes: NEMA FB 1, type FD, cast ferrous alloy box with gasketed cover.

2.5 PULL AND JUNCTION BOXES

- A. Small Sheet Metal Boxes: NEMA OS 1.

2.6 CABINETS AND ENCLOSURES

- A. Hinged Cover Enclosures: NEMA 4, stainless steel enclosure with continuous hinge cover and flush latch. Finish inside and out with manufacturer's standard enamel.
- B. Cabinets: Nema 4, except as indicated, galvanized steel box with removable interior panel and removable front, finished inside and out with manufacturer's standard enamel. Where door gasketing is required, provide neoprene gasket attached with oil-resistant adhesive, and held in place with steel retaining strips. For all enclosures of class higher than NEMA, use hubbed raceway entrances. Hinged door in front cover with flush latch and concealed hinge. Include metal barriers to separate wiring of different systems and voltage, and include accessory feet where required for freestanding equipment.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine surfaces to receive raceways, boxes, enclosures, and cabinets for compliance with installation tolerances and other conditions affecting performance of the raceway system. Do not proceed with installation until unsatisfactory conditions have been corrected.

3.2 WIRING METHODS

- A. General: Install all wiring in conduit unless specifically indicated otherwise.
- B. Outdoors: Use the following wiring methods:
 - 1. Exposed: Rigid metal conduit or EMT.
 - 2. Concealed: Rigid metal conduit or EMT.
- C. Indoors: Use the following wiring methods:
 - 1. Connection to Vibrating Equipment (including transformers and hydraulic, pneumatic, or electric solenoid or motor-driven equipment): Flexible metal conduit, except in wet or damp locations, or where subject to dripping oil or grease, use liquidtight flexible metal conduit.
 - 2. Damp or Wet Locations: Rigid steel conduit.
 - 3. Exposed or Concealed: Rigid metal conduit or EMT..
 - 4. Boxes and Enclosures: use NEMA Type 1.

3.3 INSTALLATION

- A. Install raceways, boxes, enclosures, and cabinets as indicated, according to manufacturer's written instructions.
- B. Minimum size conduit:
 - 1. EMT, Rigid, IMC 3/4"
 - 2. PVC
 - 3. Low voltage 1/2"
 - 4. Flexible conduit 1/2"
- C. Keep raceways at least 6 inches (150 mm) away from parallel runs of flues and steam or hot water pipes. Install horizontal raceway runs above water and steam piping.
- D. Install raceways level and square and at proper elevations. Provide adequate headroom. Where possible, install horizontal raceway runs above water and steam piping.
- E. Complete raceway installation before starting conductor installation.
- F. Support raceway as specified in Division 16 Section "Basic Electrical Materials and Methods."
- G. Use temporary closures to prevent foreign matter from entering raceway. Conduits in which water or foreign matter has been permitted to accumulate shall be thoroughly cleaned or the conduit replaced where such accumulation cannot be removed by methods approved by the Engineer.
- H. Protect stub-ups from damage where conduits rise through floor slabs. Arrange so curved portion of bends is not visible above the finished slab.
- I. Make bends and offsets so the inside diameter is not reduced. Unless otherwise indicated, keep the legs of a bend in the same plane and the straight legs of offsets parallel. Field bends and offsets shall be made without flattening, kinking, rippling or destroying the smooth internal bore or surface of the conduit and to not less than NEC minimum radius. Conduit that shows signs of rippling or kinking shall not be installed.

- J. Use raceway fittings compatible with raceway and suitable for use and location. For rigid and intermediate steel conduit, use threaded rigid steel conduit fittings, except as otherwise indicated.
- K. Run concealed raceways with a minimum of bends in the shortest practical distance considering the type of building construction and obstructions, except as otherwise indicated. For EMT, use Type 1 for raintight connections, Type 2 for concrete tight connections, and Type 3 for other miscellaneous connections. For flexible conduit and liquidtight flexible conduit utilize Type 1 connections. Provide expansion fittings on all raceway runs that cross building expansion joints (OZ type AX). For conduits 1" and larger install OZ type "B" connectors.
- L. Run concealed raceways with a minimum of bends in the shortest practical distance considering the type of building construction and obstructions except as otherwise indicated. This does not apply to conduits in crawl spaces.
- M. Install exposed raceways parallel to or at right angles to nearby surfaces or structural members, and follow the surface contours as much as practical.
 - 1. Run parallel or banked raceways together, on common supports where practical.
 - 2. Make bends in parallel or banked runs from same center line to make bends parallel. Use factory elbows only where they can be installed parallel; otherwise, provide field bends for parallel raceways.
- N. Join raceways with fittings designed and approved for the purpose and make joints tight.
 - 1. Make raceway terminations tight. Use bonding bushings or wedges at connections subject to vibration. Use bonding jumpers where joints cannot be made tight.
 - 2. Use insulating bushings to protect conductors.
- O. Terminations: Where raceways are terminated with locknuts and bushings, align the raceway to enter squarely, and install the locknuts with dished part against the box. Where terminations cannot be made secure with one locknut, use two locknuts, one inside and one outside the box. Provide connectors for 1" or larger conduits with insulated throats or plastic bushings. Provide double lock nuts and plastic bushings for IMC and rigid conduit. Where raceways are terminated with locknuts and bushings, align the raceway to enter squarely and install the locknuts with dished part against the box. Where terminations cannot be made secure with one locknut, use two locknuts, one inside and one outside the box. Provide grounding bushings for all service conduit and conduits installed in concentric/eccentric knock-outs or reducing washers.
- P. Where terminating in threaded hubs, screw the raceway or fitting tight into the hub so the end bears against the wire protection shoulder. Where chase nipples are used, align the raceway so the coupling is square to the box, and tighten the chase nipple so no threads are exposed.
- Q. Install raceways in maximum lengths at 150 feet and with a maximum of four 90-deg bends or equivalent. Install independently supported pull or junction boxes where necessary to comply with these requirements.
- R. Install pull wires in empty raceways. Use No. 14 AWG zinc-coated steel or monofilament plastic line having not less than 200-lb (90 kg) tensile strength. Leave not less than 12 inches (300 mm) of slack at each end of the pull wire.

- S. Install flashings for conduits which penetrate roofing. Comply with flashing requirements of other sections of this specification. This work shall be performed under the direct supervision of the subcontractor responsible for flashing, if any.
- T. Install raceway sealing fittings according to the manufacturer's written instructions. Locate fittings at suitable, approved, accessible locations and fill them with UL-listed sealing compound. For concealed raceways, install each fitting in a flush steel box with a blank cover plate having a finish similar to that of adjacent plates or surfaces. Install raceway sealing fittings at the following points and elsewhere as indicated:
 - 1. Where conduits enter or leave hazardous locations.
 - 2. Where conduits pass from warm locations to cold locations, such as the boundaries of refrigerated spaces and air-conditioned spaces.
 - 3. Where otherwise required by the NEC.
- U. Seal conduits with a mastic any conduit which pierces airtight spaces or plenums.
- V. Stub-Up Connections: Extend conduits through concrete floor for connection to freestanding equipment with an adjustable top or coupling threaded inside for plugs, and set flush with the finished floor. Extend conductors to equipment with rigid steel conduit; flexible metal conduit may be used 6 inches (150 mm) above the floor. Where equipment connections are not made under this Contract, install screwdriver-operated threaded flush plugs flush with floor.
- W. Flexible Connections: Use maximum of 6 feet (1830 mm) of flexible conduit for recessed and semirecessed lighting fixtures; for equipment subject to vibration, noise transmission, or movement; and for all motors. Use liquidtight flexible conduit in wet or damp locations. Install separate ground conductor across flexible connections.
- X. Conduit bodies shall not contain splices.
- Y. Cap unused knockout holes where blanks have been removed and plug unused conduit hubs.
- Z. Sizes shall be adequate to meet NEC volume requirements, but in no case smaller than sizes indicated. Outlet boxes shall not be less than 4" X 4" X 1 1/2". Outlet boxes for mounting lighting fixtures shall not be less than 4" octagonal. Where three or more conduit entrances are made, use a minimum box depth of 2-1/8". Provide gang boxes where more than one switch or device is located at one point. Sectional boxes shall not be used. Provide suitable plaster rings to match finish materials to set flush with finished surfaces. In masonry wall where a tile or plaster ring cannot be used, install a single gang 3 1/2" deep box minimum.
- AA. Remove sharp edges where they may come in contact with wiring or personnel.
- BB. Install hinged cover enclosures and cabinets plumb. Support at each corner.
- CC. Provide grounding connections for raceway, boxes, and components as indicated and instructed by manufacturer. Tighten connectors and terminals, including screws and bolts, according to equipment manufacturer's published torque-tightening values for equipment connectors. Where manufacturer's torquing requirements are not indicated, tighten connectors and terminals according to tightening torques specified in UL Standard 486A.

- DD. Outlet Boxes and Fittings: Install outlet and device boxes and associated covers and fittings of materials and NEMA types suitable for each location and in conformance with the following requirements.
1. All Locations: NEMA type 4 enclosures.
- EE. Pull and Junction Boxes: Install pull and junction boxes of materials and NEMA types suitable for each location. Racway shall not be installed in a single continuous run in excess of 150' without installing a pull box. Where pull boxes are not indicated, Installer shall select possible locations and obtain approval from Engineer prior to proceeding.
1. All Locations: NEMA type 4 enclosures.
- FF. Install boxes in locations to ensure ready accessibility of electrical wiring.
- GG. Gasketed Boxes: Use cast metal, threaded hub type boxes with gasketed weatherproof covers.
- HH. Box Selection: J-boxes with 4 or more conduits shall be minimum size of 4 11/16". For boxes in main feeder conduit runs, use sizes not smaller than 8-inches square by 4-inches deep. Do not exceed 6 entering and 6 leaving raceways in a single box. Quantities of conductors (including equipment grounding conductors) in pull or junction box shall not exceed the following:

Size of Largest Conductors in Box	Maximum no. of Conductors in Box
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1. Cable Supports: Install clamps, grids, or devices to which cables may be secured. Arrange cables so they may be readily identified. Support cable at least every 30-inches inside boxes.
2. Mount pull boxes in inaccessible ceilings with the covers flush with the finished ceiling.
3. Size: Provide pull and junction boxes for telephone, signal, and other systems at least 50 percent larger than would be required by Article 370 of NEC, or as indicated. Locate boxes strategically and provide shapes to permit easy pulling of future wires or cables of types normal for such systems.

3.4 PROTECTION

- A. Provide final protection and maintain conditions, in a manner acceptable to manufacturer and Installer, to ensure that coatings, finishes, and cabinets are without damage or deterioration at Substantial Completion.
1. Repair damage to galvanized finishes with zinc-rich paint recommended by manufacturer.
 2. Repair damage to PVC or paint finishes with matching touch-up coating recommended by the manufacturer.

3.5 CLEANING

- A. Upon completion of installation of system, including outlet fittings and devices, inspect exposed finish. Remove burrs, dirt, and construction debris and repair damaged finish, including chips, scratches, and abrasions.

END OF SECTION 16100

SECTION 16120 - CONDUCTORS AND CABLES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
 - 1. Building wires and cables rated 600 V and less.
 - 2. Connectors, splices, and terminations rated 600 V and less.
 - 3. Sleeves and sleeve seals for cables.

1.3 DEFINITIONS

- A. EPDM: Ethylene-propylene-diene terpolymer rubber.
- B. NBR: Acrylonitrile-butadiene rubber.

1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.

1.5 QUALITY ASSURANCE

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- B. Comply with NFPA 70.

PART 2 - PRODUCTS

2.1 CONDUCTORS AND CABLES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Alcan Products Corporation; Alcan Cable Division.
 - 2. American Insulated Wire Corp.; a Leviton Company.

3. General Cable Corporation.
4. Senator Wire & Cable Company.
5. Southwire Company.

B. Copper Conductors: Comply with NEMA WC 70.

C. Conductor Insulation: Comply with NEMA WC 70 for Types THHN-THWN.

2.2 CONNECTORS AND SPLICES

A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. AFC Cable Systems, Inc.
2. Hubbell Power Systems, Inc.
3. O-Z/Gedney; EGS Electrical Group LLC.
4. 3M; Electrical Products Division.
5. Tyco Electronics Corp.

C. Description: Factory-fabricated connectors and splices of size, ampacity rating, material, type, and class for application and service indicated.

PART 3 - EXECUTION

3.1 CONDUCTOR MATERIAL APPLICATIONS

A. Feeders: Copper. Solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.

B. Branch Circuits: Copper. Solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.

3.2 INSTALLATION OF CONDUCTORS AND CABLES

A. Conceal cables in finished walls, ceilings, and floors, unless otherwise indicated.

B. Use manufacturer-approved pulling compound or lubricant where necessary; compound used must not deteriorate conductor or insulation. Do not exceed manufacturer's recommended maximum pulling tensions and sidewall pressure values.

C. Use pulling means, including fish tape, cable, rope, and basket-weave wire/cable grips, that will not damage cables or raceway.

D. Install exposed cables parallel and perpendicular to surfaces of exposed structural members, and follow surface contours where possible.

3.3 CONNECTIONS

- A. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.
- B. Make splices and taps that are compatible with conductor material and that possess equivalent or better mechanical strength and insulation ratings than unspliced conductors.
 - 1. Use oxide inhibitor in each splice and tap conductor for aluminum conductors.
- C. Wiring at Outlets: Install conductor at each outlet, with at least **6 inches (150 mm)** of slack.

3.4 SLEEVE INSTALLATION FOR ELECTRICAL PENETRATIONS

- A. Concrete Slabs and Walls: Install sleeves for penetrations unless core-drilled holes or formed openings are used. Install sleeves during erection of slabs and walls.
- B. Use pipe sleeves unless penetration arrangement requires rectangular sleeved opening.
- C. Rectangular Sleeve Minimum Metal Thickness:
 - 1. For sleeve rectangle perimeter less than **50 inches (1270 mm)** and no side greater than **16 inches (400 mm)**, thickness shall be **0.052 inch (1.3 mm)**.
 - 2. For sleeve rectangle perimeter equal to, or greater than, **50 inches (1270 mm)** and 1 or more sides equal to, or greater than, **16 inches (400 mm)**, thickness shall be **0.138 inch (3.5 mm)**.
- D. Fire-Rated Assemblies: Install sleeves for penetrations of fire-rated floor and wall assemblies unless openings compatible with firestop system used are fabricated during construction of floor or wall.
- E. Cut sleeves to length for mounting flush with both wall surfaces.
- F. Extend sleeves installed in floors **2 inches (50 mm)** above finished floor level.
- G. Size pipe sleeves to provide **1/4-inch (6.4-mm)** annular clear space between sleeve and cable unless sleeve seal is to be installed.
- H. Roof-Penetration Sleeves: Seal penetration of individual cables with flexible boot-type flashing units applied in coordination with roofing work.
- I. Aboveground Exterior-Wall Penetrations: Seal penetrations using sleeves and mechanical sleeve seals. Size sleeves to allow for **1-inch (25-mm)** annular clear space between pipe and sleeve for installing mechanical sleeve seals.
- J. Underground Exterior-Wall Penetrations: Install cast-iron "wall pipes" for sleeves. Size sleeves to allow for **1-inch (25-mm)** annular clear space between cable and sleeve for installing mechanical sleeve seals.

3.5 SLEEVE-SEAL INSTALLATION

- A. Install to seal underground exterior-wall penetrations.
- B. Use type and number of sealing elements recommended by manufacturer for cable material and size. Position cable in center of sleeve. Assemble mechanical sleeve seals and install in annular space between cable and sleeve. Tighten bolts against pressure plates that cause sealing elements to expand and make watertight seal.

END OF SECTION 16120

SECTION 16452 - GROUNDING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Requirements of the following Division 16 Sections apply to this Section:
 - 1. "Basic Electrical Materials and Methods."

1.2 SUMMARY

- A. This Section includes solid grounding of electrical systems and equipment. It includes basic requirements for grounding for protection of life, equipment, circuits, and systems. Grounding requirements specified in this Section may be supplemented in other sections of these Specifications.

1.3 SUBMITTALS

- A. General: Submit the following in accordance with Conditions of Contract and Division 1 Specification Sections.
- B. Product data for ground rods, connectors and connection materials, and grounding fittings.

1.4 QUALITY ASSURANCE

- A. Listing and Labeling: Provide products specified in this Section that are listed and labeled. The terms "listed" and "labeled" shall be defined as they are in the National Electrical Code, Article 100.
- B. Electrical Component Standard: Components and installation shall comply with NFPA 70, "National Electrical Code" (NEC).
- C. UL Standard: Comply with UL 467, "Grounding and Bonding Equipment."

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by the following:
 - 1. Anixter Bros., Inc.
 - 2. Bashlin Industries, Inc.
 - 3. Buckingham Mfg. Co.
 - 4. A.B. Chance Co.
 - 5. Dossert Corp.
 - 6. Engineered Products Co.

7. Erico Products, Inc.
8. Galvan Industries, Inc.
9. GB Electrical, Inc.
10. General Machine Products Co., Inc.
11. Hastings Fiber Glass Products, Inc.
12. Ideal Industries, Inc.
13. Kearney-National.
14. McGill Mfg.
15. O-Z/Gedney Co.
16. Raco, Inc.
17. Thomas & Betts Corp.
18. W.H. Salisbury & Co.
19. Utilco Co.

2.2 GROUNDING AND BONDING PRODUCTS

- A. Products: Of types indicated and of sizes and ratings to comply with NEC. Where types, sizes, ratings, and quantities indicated are in excess of NEC requirements, the more stringent requirements and the greater size, rating, and quantity indications govern.
- B. Conductor Materials: Copper.

2.3 WIRE AND CABLE CONDUCTORS

- A. General: Comply with Division 16 Section "Basic Materials and methods." Conform to NEC Table 8, except as otherwise indicated, for conductor properties, including stranding.
- B. Equipment Grounding Conductor: Green insulated.
- C. Grounding Electrode Conductor: Stranded cable.
- D. Bare Copper Conductors: Conform to the following:
 1. Solid Conductors: ASTM B-3.
 2. Assembly of Stranded Conductors: ASTM B-8.
 3. Tinned Conductors: ASTM B-33.

2.4 MISCELLANEOUS CONDUCTORS

- A. Ground Bus: Bare annealed copper bars of rectangular cross section.
- B. Braided Bonding Jumpers: Copper tape, braided No. 30 gage bare copper wire, terminated with copper ferrules.
- C. Bonding Strap Conductor/Connectors: Soft copper, 0.05 inch thick and 2 inches wide, except as indicated.

2.5 CONNECTOR PRODUCTS

- A. General: Listed and labeled as grounding connectors for the materials used.
- B. Pressure Connectors: High-conductivity-plated units.

- C. Bolted Clamps: Heavy-duty units listed for the application.
- D. Exothermic Welded Connections: Provided in kit form and selected for the specific types, sizes, and combinations of conductors and other items to be connected.

2.6 GROUNDING ELECTRODES

- A. Ground Rods: Copper-clad steel with high-strength steel core and electrolytic-grade copper outer sheath, molten welded to core.
 - 1. Size: 5/8 inch by 10 feet.

PART 3 - EXECUTION

3.1 APPLICATION

- A. Equipment Grounding Conductor Application: Comply with NEC Article 250 for sizes and quantities of equipment grounding conductors, except where larger sizes or more conductors are indicated.
 - 1. Use raceway as the equipment ground conductor where feasible and permitted by NEC for the following:
 - a. Lighting circuits.
 - 2. Install separate insulated equipment grounding conductors with circuit conductors for the following in addition to those locations where required by Code:
 - a. Receptacle Circuits.
 - b. Single-phase motor or appliance circuits.
 - c. Three-phase motor or appliance branch circuits.
 - 3. Busway Circuits: Install separate insulated equipment ground conductor from the ground bus in the switchgear, switchboard, or distribution panel to the equipment ground bar terminal on the busway.
 - 4. Computer Panel Circuits: Install separate insulated equipment ground wire in branch circuits from computer area power panels.
 - 5. Nonmetallic Raceways: Install an insulated equipment ground conductor in nonmetallic raceways unless they are designated for telephone or data cables.
 - 6. Flexible conduit in excess of six feet: Install an insulated equipment ground conductor in flexible conduit in excess of six feet.
 - 7. Air Duct Equipment Circuits: Install an insulated equipment grounding conductor to duct-mounted electrical devices operating at 120-V and above including air cleaners and heaters. Bond the conductor to each such unit and to the air duct.
 - 8. Water Heater, Heat Tracing, and Anti-Frost Heater Circuits: Install separate insulated equipment ground conductor to each electric water heater, heat tracing, and surface anti-frost heating cable. Bond this conductor to heater units, piping, and connected equipment and components.
- B. Underground Conductors: Bare, tinned, stranded copper except as otherwise indicated.
- C. Signal and Communications: For telephone, alarm, and communication systems, provide a #6 AWG minimum green insulated copper conductor in raceway from the grounding electrode system to each terminal cabinet or central equipment location.
- D. Separately derived systems required by NEC to be grounded shall be grounded in accordance with NEC paragraph 250-26.

- E. Metal Poles Supporting Outdoor Lighting Fixtures: Ground pole to a grounding electrode as indicated in addition to separate equipment grounding conductor run with supply branch circuit.

3.2 INSTALLATION

- A. General: Ground electrical systems and equipment in accordance with NEC requirements except where the Drawings or Specifications exceed NEC requirements.
- B. Remodeling: In areas where electrical renovation is indicated, ground electrical systems and equipment in accordance with NEC requirements except where the Drawings or Specifications exceed NEC requirements.
- C. Ground Rods: Install ground rod at pad mounted transformers, and at main switchboard or service entrance disconnect. Locate a minimum of one-rod length from each other and at least the same distance from any other grounding electrode. Interconnect ground rods with bare conductors buried at least 24 inches below grade. Connect bare-cable ground conductors to ground rods by means of exothermic welds except as otherwise indicated. Make these connections without damaging the copper coating or exposing the steel. Use 5/8-inch by 10-ft. ground rods except as otherwise indicated. Drive rods until tops are 6 inches below finished floor or final grade except as otherwise indicated.
- D. Metallic Water Service Pipe: Provide insulated copper ground conductors, sized as indicated, in conduit from the building main service equipment, or the ground bus, to main metallic water service entrances to the building. Connect ground conductors to the main metallic water service pipes by means of ground clamps. Where a dielectric main water fitting is installed, connect the ground conductor to the street side of the fitting. Do not install a grounding jumper around dielectric fittings. Bond the ground conductor conduit to the conductor at each end.
- E. Metal Structural Frame: Provide insulated copper ground conductors, sized as indicated, in conduit from the building main service equipment, or the ground bus, to the metal structural frame. Bond the ground conductor conduit to the conductor at each end.
- F. Concrete encased reinforcing steel: Where concrete encased steel reinforcing is 20' or greater in foundations or underground footings, provide insulated copper ground conductors, sized as indicated, in conduit from the building main service equipment, or the ground bus, to the reinforcing steel. Bond the ground conductor conduit to the conductor at each end.
- G. Braided-Type Bonding Jumpers: Install to connect ground clamps on water meter piping to bypass water meters electrically. Use elsewhere for flexible bonding and grounding connections.
- H. Route grounding conductors along the shortest and straightest paths possible without obstructing access or placing conductors where they may be subjected to strain, impact, or damage, except as indicated.
- I. Bond interior metal piping systems and metal air ducts to equipment ground conductors of pumps, fans, electric heaters, and air cleaners serving individual systems.
- J. UFER Ground: Fabricate with 20 feet of conductor laid lengthwise in excavation for foundation or footings. Install so conductor is within 2 inches of the bottom of the

concrete. Where base of foundation is less than 20 feet in length, coil excess conductor at base of foundation. Bond conductor to reinforcing steel at four locations, minimum. Extend conductor below grade and connect to building grounding grid or grounding electrode.

3.3 CONNECTIONS

- A. General: Make connections in such a manner as to minimize possibility of galvanic action or electrolysis. Select connectors, connection hardware, conductors, and connection methods so metals in direct contact will be galvanically compatible.
 - 1. Use electroplated or hot-tin-coated materials to assure high conductivity and make contact points closer in order of galvanic series.
 - 2. Make connections with clean bare metal at points of contact.
 - 3. Aluminum to steel connections shall be with stainless steel separators and mechanical clamps.
 - 4. Aluminum to galvanized steel connections shall be with tin-plated copper jumpers and mechanical clamps.
 - 5. Coat and seal connections involving dissimilar metals with inert material such as red lead paint to prevent future penetration of moisture to contact surfaces.
- B. Exothermic Welded Connections: Use for connections to structural steel and for underground connections except those at test wells. Install at connections to ground rods and plate electrodes. Comply with manufacturer's written recommendations. Welds that are puffed up or that show convex surfaces indicating improper cleaning are not acceptable.
- C. Terminate insulated equipment grounding conductors for feeders and branch circuits with pressure-type grounding lugs. Where metallic raceways terminate at metallic housings without mechanical and electrical connection to the housing, terminate each conduit with a grounding bushing. Connect grounding bushings with a bare grounding conductor to the ground bus in the housing. Bond electrically noncontinuous conduits at both entrances and exits with grounding bushings and bare grounding conductors.
- D. Tighten grounding and bonding connectors and terminals, including screws and bolts, in accordance with manufacturer's published torque tightening values for connectors and bolts. Where manufacturer's torquing requirements are not indicated, tighten connections to comply with torque tightening values specified in UL 486A and UL 486B.
- E. Compression-Type Connections: Use hydraulic compression tools to provide the correct circumferential pressure for compression connectors. Use tools and dies recommended by the manufacturer of the connectors. Provide embossing die code or other standard method to make a visible indication that a connector has been adequately compressed on the ground conductor.
- F. Moisture Protection: Where insulated ground conductors are connected to ground rods or ground buses, insulate the entire area of the connection and seal against moisture penetration of the insulation and cable.

3.4 FIELD QUALITY CONTROL

- A. Tests: Subject the completed grounding system to a megger test at each location where a maximum ground resistance level is specified, at service disconnect enclosure ground terminal, and at ground test wells. Measure ground resistance without the soil being

moistened by any means other than natural precipitation or natural drainage or seepage and without chemical treatment or other artificial means of reducing natural ground resistance. Perform tests by the 2-point method in accordance with Section 9.03 of IEEE 81, "Guide for Measuring Earth Resistivity, Ground Impedance and Earth Surface Potentials of a Grounding System."

- B. Ground/resistance maximum values shall be as follows:
 - 1. Equipment rated 500 kVA and less: 10 Ohms
 - 2. Equipment rated 500 kVA to 1000 kVA: 5 Ohms
 - 3. Equipment rated over 1000 kVA: 3 Ohms
 - 4. Unfenced substations and pad-mounted equipment: 5 Ohms
 - 5. Manhole grounds: 10 Ohms
- C. Deficiencies: Where ground resistances exceed specified values, and if directed, modify the grounding system to reduce resistance values. Where measures are directed that exceed those indicated the provisions of the Contract, covering changes will apply.
- D. Report: Prepare test reports of the ground resistance at each test location. Include observations of weather and other phenomena that may affect test results. Describe measures taken to improve test results.

END OF SECTION 16452

SECTION 16476 - DISCONNECTS AND CIRCUIT BREAKERS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
 - 1. Service disconnects.
 - 2. Feeder and equipment disconnects.
 - 3. Enclosed circuit breakers.
- B. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Division 16 Section "Basic Electrical Materials and Methods."

1.3 SUBMITTALS

- A. General: Submit the following according to the Conditions of the Contract and Division 1 Specification Sections.
- B. Product data for switches, circuit breakers, and accessories specified in this Section.
- C. Descriptive data and time-current curves for protective devices and let-through current curves for those devices with current-limiting characteristics. Include coordination charts and tables, and related data.
- D. Wiring diagrams detailing power and control wiring and differentiating clearly between manufacturer-installed wiring and field-installed wiring.
- E. Qualification data for firms and persons specified in the "Quality Assurance" Article to demonstrate their capabilities and experience. Include a list of completed projects with project names, addresses, names of Architects and Owners, and other information specified.
- F. Field test reports indicating and interpreting test results.
- G. Maintenance data for tripping devices to include in the "Operating and Maintenance Data" specified in APWA Division 1 Section 01830.

1.4 QUALITY ASSURANCE

- A. Comply with NFPA 70 "National Electrical Code" for components and installation.
- B. Listing and Labeling: Provide products specified in this Section that are listed and labeled.
 - 1. The Terms "Listed" and "Labeled": As defined in the "National Electrical Code," Article 100.

- C. Single-Source Responsibility: All enclosed switches and circuit breakers shall be the product of a single manufacturer.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide enclosed switches and circuit breakers by one of the following:
1. Fusible Switches:
 - a. Allen-Bradley Co.
 - b. Challenger Electrical Equipment Corp.
 - c. Distribution and Controls (formerly Westinghouse Electric Co.).
 - d. Cutler-Hammer Products; Eaton Corp.
 - e. Electrical Distribution and Control; General Electric Co.
 - f. Siemens Energy & Automation, Inc.
 - g. Square D Co.
 2. Molded-Case Circuit Breakers:
 - a. Challenger Electrical Equipment Corp.
 - b. Distribution and Control (formerly Westinghouse Electric Co.).
 - c. Cutler-Hammer Products; Eaton Corp.
 - d. Electrical Distribution and Control; General Electric Co.
 - e. Siemens Energy & Automation, Inc.
 - f. Square D Co.
 3. Combination Circuit Breaker and Ground Fault Trip:
 - a. Distribution and Control (formerly Westinghouse Electric Co.).
 - b. Electrical Distribution and Control; General Electric Co.
 - c. Siemens Energy & Automation, Inc.
 - d. Square D Co.

2.2 ENCLOSED SWITCHES

- A. Enclosed Nonfusible Switch: NEMA KS 1, Type HD, handle lockable with 2 padlocks.
- B. Fusible Switch, 800 Amperes and Smaller: NEMA KS 1, Type HD, rejection clips to accommodate specified fuses, built-in fuse pullers arranged to facilitate fuse removal, enclosure consistent with environment where located, handle lockable with 2 padlocks, and interlocked with cover in CLOSED position.
- C. Enclosure: NEMA KS 1, Type 1, unless specified or required otherwise to meet environmental conditions of installed location.
1. Outdoor Locations: Type 3R.
 2. Other Wet or Damp Indoor Locations: Type 4.
 3. Hazardous Areas Indicated on Drawings: NEMA 7C.

2.3 CIRCUIT BREAKERS

- A. Molded-Case Circuit Breaker: NEMA AB 1, handle lockable with 2 padlocks.

- B. Characteristics: Frame size, trip rating, number of poles, and auxiliary devices as indicated; interrupting capacity rating to meet available fault current, 65,000 symmetrical rms amperes minimum at 250V or less, with appropriate application listing when used for switching fluorescent lighting loads or heating, air conditioning, and refrigeration equipment.
- C. Molded-Case Switch: Where indicated, molded-case circuit breaker without trip units.
- D. Lugs: Mechanical lugs and power-distribution connectors for number, size, and material of conductors indicated.
- E. Shunt Trip: Where indicated, 120 volts, 60 Hz.
- F. Accessories: As indicated.
- G. Enclosure: NEMA AB 1, Type 1, unless specified or required otherwise to meet environmental conditions of installed location.
 - 1. Outdoor Locations: Type 3R.
 - 2. Other Wet or Damp Indoor Locations: Type 4.
 - 3. Hazardous Areas Indicated on Drawings: NEMA 7C.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Install enclosed switches and circuit breakers in locations as indicated, according to manufacturer's written instructions.
- B. Install enclosed switches and circuit breakers level and plumb.
- C. Install wiring between enclosed switches and circuit breakers and control/indication devices.
- D. Connect enclosed switches and circuit breakers and components to wiring system and to ground as indicated and instructed by manufacturer. Tighten connectors and terminals, including screws and bolts according to equipment manufacturer's published torque tightening values for equipment connectors. Where manufacturer's torquing requirements are not indicated, tighten connectors and terminals according to tightening torques specified in UL Standard 486A.

3.2 FIELD QUALITY CONTROL

- A. Testing: After installing enclosed switches and circuit breakers and after electrical circuitry has been energized, demonstrate product capability and compliance with requirements.
 - 1. Procedures: Perform each visual and mechanical inspection and electrical test stated in NETA Standard ATS, Section 7.5 for enclosed switches and Section 7.6 for molded-case circuit breakers. Certify compliance with test parameters.
- B. Correct malfunctioning units at site, where possible, and retest to demonstrate compliance; otherwise, remove and replace with new units, and retest.

3.3 CLEANING

- A. After completing system installation, including outlet fittings and devices, inspect exposed finish. Remove burrs, dirt, and construction debris and repair damaged finish including chips, scratches, and abrasions.

3.4 DEMONSTRATION

- A. Review information in the "Operating and Maintenance Data." Refer to APWA Division 1 Section 01770 "Closeout Procedures."
- B. Schedule training with Owner through the Architect with at least 7 days' advance notice.

END OF SECTION 16476

SECTION 16491 - FUSES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes cartridge fuses, rated 600 V and less, for use in switches, panelboards, switchboards, controllers, and motor-control centers; and spare fuse cabinets.

1.3 DEFINITIONS

- A. RK1-TD: Class RK1, Time Delay
- B. RK1-FA: Class RK1, Fast Acting

1.4 SUBMITTALS

- A. Product Data: Include dimensions and manufacturer's technical data on features, performance, electrical characteristics, and ratings for each fuse type indicated.
- B. Product Data: Include the following for each fuse type indicated:
 - 1. Dimensions and manufacturer's technical data on features, performance, electrical characteristics, and ratings.
 - 2. Let-through current curves for fuses with current-limiting characteristics.
 - 3. Time-current curves, coordination charts and tables, and related data.
 - 4. Fuse size for elevator feeders and elevator disconnect switches.

1.5 QUALITY ASSURANCE

- A. Source Limitations: Provide fuses from a single manufacturer.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- C. Comply with NEMA FU 1.
- D. Comply with NFPA 70.

1.6 PROJECT CONDITIONS

- A. Where ambient temperature to which fuses are directly exposed is less than 40 deg F (4.4 deg C) or more than 100 deg F (38 deg C), apply manufacturer's ambient temperature adjustment factors to fuse ratings.

1.7 COORDINATION

- A. Coordinate fuse ratings with HVAC and refrigeration equipment nameplate limitations of maximum fuse size.

1.8 EXTRA MATERIALS

- A. Furnish extra materials described below that match products installed and that are packaged in original cartons or containers and identified with labels describing contents.
 - 1. Fuses: Quantity equal to 10 percent of each fuse type and size, but not fewer than 3 of each type and size.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Cooper Industries, Inc.; Bussmann Div.
 - 2. Eagle Electric Mfg. Co., Inc.
 - 3. Ferraz Corp.
 - 4. General Electric Co.; Wiring Devices Div.
 - 5. Gould Shawmut.
 - 6. Tracor, Inc.; Littelfuse, Inc. Subsidiary.

2.2 CARTRIDGE FUSES

- A. Characteristics: NEMA FU 1, nonrenewable cartridge fuse; class and current rating indicated; voltage rating consistent with circuit voltage.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine utilization equipment nameplates and installation instructions. Install fuses of sizes and with characteristics appropriate for each piece of equipment.
- B. Evaluate ambient temperatures to determine if fuse rating adjustment factors must be applied to fuse ratings.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 FUSE APPLICATIONS

- A. Refer to drawings for fuse types and sizes.
 - 1. Motor fuse sizes: Field select motor fuse sizes using the class of fuse shown on the drawings and sizing the fuse based upon the motor nameplate information and by multiplying by 1.25 (except for special service motors).

3.3 INSTALLATION

- A. Install fuses in fusible devices. Arrange fuses so rating information is readable without removing fuse.

3.4 IDENTIFICATION

- A. Install labels indicating fuse replacement information on inside door of each fused switch.

END OF SECTION 16491

SECTION 16715 – CONTROL/SIGNAL TRANSMISSION MEDIA

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the transmission cable for the Alerton Controllers.

1.3 SUBMITTALS

- A. Product Data to include features, ratings, and performance of communication cable.
- B. Shop Drawings:
 - 1. Provide ladder diagram showing all Alerton Controllers and cable routing.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- 1. As per Alerton requirements.

PART 3 - EXECUTION

3.1 INSTALLATION STANDARDS

- A. Comply with BACNet Standard.

3.2 EXAMINATION

- A. Examine pathway elements intended for transmission cable..
 - 1. Verify proposed routes of pathways. Check raceways, cable trays, and other elements for compliance with space allocations, clearances, installation tolerances, hazards to cable installation, and other conditions affecting installation.
 - 2. Prepare wall penetrations and verify that penetrations of rated fire walls are made using products labeled for type of wall penetrated.

3. Identify plan to support cables and raceways in suspended ceilings. Verify weight of individual types and sizes of cables. Verify that load capacity of cable support structures is adequate for each pathway.
4. Proceed with installation only after unsatisfactory conditions have been corrected.

3.3 INSTALLATION

A. Cable Installation:

1. Install exposed cables in conduit parallel and perpendicular to surfaces or exposed structural members and follow surface contours where possible.
2. Make splices, taps, and terminations only at Alerton Controllers.
3. Pulling Cable: Do not exceed manufacturer's written recommended pulling tensions. Do not install bruised, kinked, scored, deformed, or abraded cable. Do not splice cable between termination, tap, or junction points. Remove and discard cable if damaged during installation and replace it with new cable.

B. Conduit:

1. Comply with TIA/EIA-569-A for maximum length of conduit and bends between pull points, and for pull-box sizing.
2. Use manufactured conduit sweeps and long-radius ells whenever possible.

END OF SECTION 16715